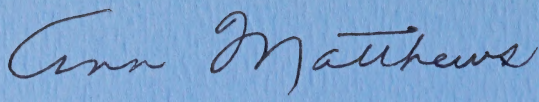
QUEENS COLLEGE

CHARLOTTE

Student Handbook 1989-90



The Queens Royals is the athletic team name chosen by the students in the spring of 1989, and a lion was selected as the best mascot to symbolize the regal qualities the college name implies. Although fierce and arrogant as befits the species, Rex is still just a freshman according to the Registrar and will go through orientation like other new students.

We welcome Rex and you to Queens College.

Rex Goes To College

Queens College
1989-90
Student Handbook

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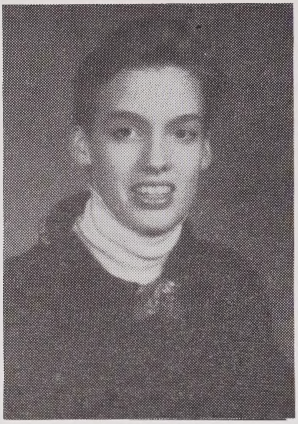


DEAR STUDENTS,

Welcome to the 1989-90 academic year at Queens College. This handbook contains the guidelines that govern your successive years at Queens. I urge you to read it carefully and to familiarize yourself with the information that it provides.

A thorough knowledge of the rules and regulations will help you to make the most of the oppportunities that this college can afford you. Each of us should take the responsibility as individuals to be aware of the choices that are available. This handbook can make that task more feasible.

I challenge you to exercise your right to become involved in the important events that are taking place here at Queens. Each of you become members of the Student Government Association upon your matriculation here. You have the right to make a positive statement about Queens students by becoming an integral part in the activities that we have. Be sure to get involved.

This is an exciting time for Queens College. Each of us can play an important role in determining the direction that this institution pursues. You too can make a difference.

If you have any questions or concerns, feel free to contact your Senators. Their duty is to represent your interests. I will also assist you in any way that I can.

Good luck in all that you endeavor to do.

Sarah C. Lewis

Sarah C. Lewis
SGA President

GENERAL INTRODUCTION

Every student at Queens has the right to an environment that fosters intellectual, personal, and social growth. Certain rules and regulations are necessary to provide for such an environment.

Mature women and men who hold themselves responsible and accountable for their actions and decisions will welcome these regulations. They are not designed to inhibit our personal freedom. They are designed to enable our freedom to grow through responsible living in personal and social behavior, and through respect for the rights of others.

THE HONOR CODE

Introduction

Responsible living means living by the principles of the Queens Honor Code in all academic, social, and personal matters. The purpose of the Honor Code is to provide a community with an atmosphere of mutual trust among students, faculty and administration. The Code applies to all phases of life at the college and is binding on all members of the college community. It is only as effective as each of us makes it.

THE HONOR PLEDGE

As a member of the Queens College community, I do hereby resolve to uphold the Honor Code of the college and endeavor to create a spirit of integrity and honor for its own sake.

I pledge truthfulness at all times, respect for the property of others, and absolute honesty in the performance of all academic work.

Realizing that the Honor Code places upon me demands as well as privileges, I resolve to report any student—including myself—who may violate any of the principles of the Honor Code.

I understand the Honor Code and realize that a plea of ignorance will not be accepted by the college community.

Violations of the Honor Code include, but are not limited to, cheating, lying, theft, and academic dishonesty. Two examples of the latter are plagiarism, the use of another's words or ideas without giving credit to the source, and computer misuse, accessing, transferring, or altering information without authorization.

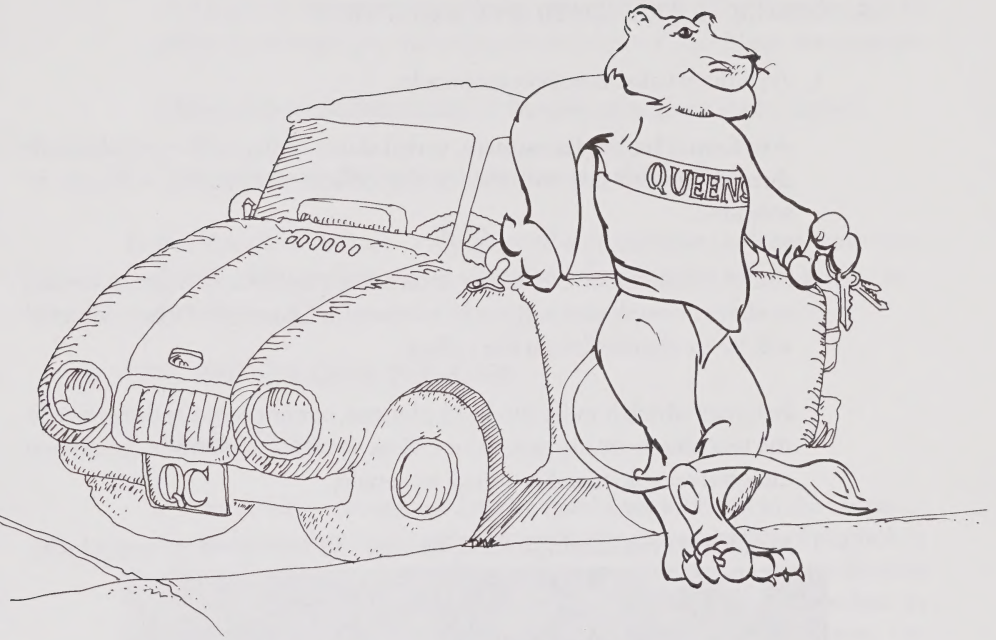
An effective Honor Code depends upon each and every student's upholding its principles and demands accountability on the part of each student for his or her own actions and for those of his or her peers.

All students are responsible for providing truthful information concerning judicial matters. *All reports of alleged violations and any subsequent proceedings are strictly confidential.* Anyone who reports another student to the Honor Council is on his or her honor not to discuss the situation with anyone other than a member of the council.

The effectiveness of the Honor Code confers privileges including:

- the unmonitored use of all library facilities in accordance with the established regulations,
- the use of community facilities and the expectations that all private property will be respected,
- the self-reporting of outside readings, movie, and lecture assignments,
- the possibility of take-home tests, and
- the taking of some tests without a proctor.

The overall standard of behavior at Queens College is expressed through the Honor Code, which is signed by all students prior to their matriculation. Acceptance of the Honor Code obligates a student to follow all policies outlined in this handbook and other college publications as well as the laws of the state and federal governments.



Responsible Living

RESPONSIBLE LIVING

Queens encourages the development of mature women and men who act responsibly at all times, both on-campus and off. The following regulations are guidelines for the development of responsible living for all who are a part of the Queens community. They are designed to reflect the highest values and standards.

A. GENERAL STANDARDS OF CONDUCT

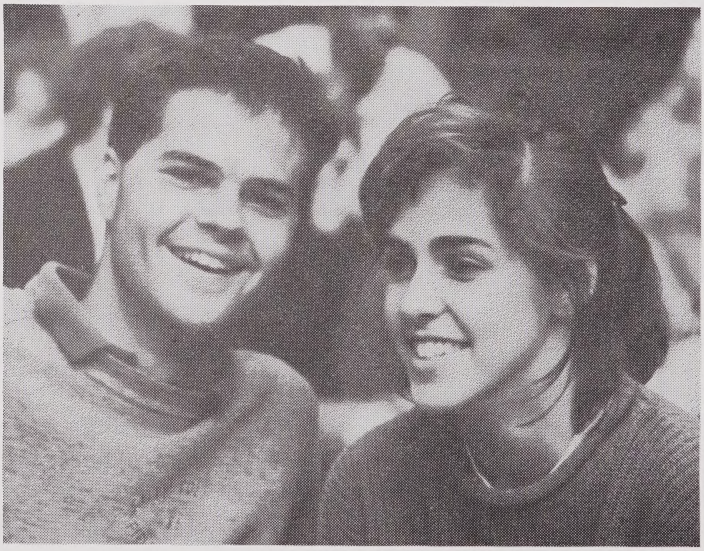
1. A primary value is respect for people.

   Any form of hazing, harassment, verbal abuse, or physical or sexual assault directed toward any member of the college community will not be tolerated.

   Racial incidents or comments indicating prejudice or bigotry toward students or employees will not be tolerated at Queens and when detected will invite dismissal from the college.

   Behavior which is indecent, lewd, obscene, or unnecessarily disruptive to the teaching-learning process or college-sponsored events is considered disorderly conduct and is subject to penalty.

   Members of the administration, faculty, and staff are to be treated with



courtesy and respect. Interference in the performance of their duties will not be tolerated.

No action or behavior will be tolerated which endangers the health and safety of any member or guest of the college community.

2. In our society, respect for property and law has always been of primary importance.

   Violation of this standard includes not only theft of but also damage to property belonging to the college or members of the college community.

   Closed college facilities may not be entered without authorization.

3. Tampering with fire safety equipment is prohibited.

4. Student identification cards and card access system cards are non-transferable. Misuse of any form of student identification will be subject to penalty.

B. SPECIFIC COLLEGE POLICIES

1. Alcohol Policy

Queens College recognizes the social problems inherent in the misuse of alcohol and discourages inappropriate student consumption of alcohol. It also seeks to provide a realistic social atmosphere on campus, to develop student responsibility, and to permit maximum personal freedom in matters affecting student life. Students are expected to obey the state law regarding the possession, sale, and consumption of alcoholic beverages; students, therefore, accept personal responsibility for their own actions and decisions.

The following regulations are designed to support these objectives:

a. Students are responsible at all times for complying with North Carolina laws governing possession and use of alcohol. North Carolina law includes the following provisions:

   "It shall be unlawful for any person to: (1) sell or give malt beverages (including beer) or unfortified wine to anyone less than 21 years old or; (2) sell or give fortified wine, spirituous liquor, or mixed beverages to anyone less than 21 years old. It shall be unlawful for: (1) a person less than 21 years old to purchase, to attempt to purchase, or to possess malt

beverages or unfortified wine...or fortified wine, spirituous liquor or mixed beverages."

Persons aiding and abetting an underage person to violate this law will be guilty of a misdemeanor.

b. Possession of alcoholic beverages in residence hall rooms is regulated by state law.

c. Permission to have beer and wine at special events on campus must be requested from and authorized by the Dean of Student Development or Director of Student Activities. Any organization sponsoring such an event must obtain a party permit which will include a list of the procedures to monitor the consumption of alcoholic beverages.

d. Student Government Association budgeted funds may not be used to purchase alcoholic beverages.

e. Queens students are responsible for their personal conduct at all times and shall be subject to discipline, including possible suspension, for behavior which discredits the students and/or the college.

Note: Please note that beer and wine are the only alcoholic beverages that the Dean of Student Development or Director of Student Activities may authorize for special occasions on campus. The only exception is in residence hall rooms as indicated in b.

The administration has the authority to allow non- student groups to serve alcoholic beverages at limited events.

2. **Drug Policy**

The illicit and improper use of drugs (for example, amphetamines, barbituates, opiates, hallucinogenic drugs and marijuana) is not in keeping with a student's personal welfare or pursuit of academic achievement. Queens College students are expected to abide by the laws of the State of North Carolina and the federal government regarding the possession and use of drugs.

Students abusing drugs may face disciplinary procedures including suspension from the college.

Counseling services are available both on and off campus for students who wish to discuss confidential matters concerning drugs and their use.

3. **Smoking**

To ensure that individuals do not infringe upon the rights of others and in adherence with fire regulations, smoking is not permitted in Dana Auditorium, Suzanne Little Recital Hall, or classrooms. A section in Morrison Dining Hall is designated as an area where smoking is permitted at meals.

4. **Firearms and Explosives Policy**

North Carolina law prohibits the possession or carrying of any weapons, including guns, rifles, pistols, dynamite cartridges, bombs, grenades, mines, and powerful explosives, bowie knives, dirks, daggers, slingshots, leaded canes, switchblade knives, blackjacks, metallic knuckles or any other weapons of like kind, on any public or private school campus or grounds. The only exception to this policy are campus police officers, who may carry firearms.

Possession of any such weapons or firecrackers, etc., shall be considered a major violation of Queens policy and will be referred to campus judicial board for action.

5. **Party Permits**

Any student or group wanting to hold a gathering on campus (including parties in the residence halls) must fill out a party permit in the Student Development Office. Party permits are designed to prevent any misunderstandings concerning what events are approved, who should be contacted in emergencies, who is responsible for cleanup, and what facilities and maintenance needs are involved.

6. **Posters on Campus**

The following guidelines are established for posters on campus:

a. Posters should include the name of the organization or individual sponsoring the event or product advertised.

b. Persons putting up posters are responsible for their removal.

   Notices should be taken down the day after the event they are advertising occurs.

c. Posters and signs should not be taped on painted surfaces or glass doors when possible.

d. Off-campus individuals or groups are required to have their posters stamped in the Student Development Office.

7. **Sales and Solicitation**

To protect students and staff from fraudulent sales and annoyance, no door-to-door soliciting is permitted by on-campus or off-campus groups or individuals, including religious organizations.

Any on-campus person or organization wishing to sell merchandise may do so in the lobbies of the residence halls, the Student Center, or the dining hall with permission from the Dean of Student Development.

Any off-campus person or agency wishing to sell on campus must receive permission from the Dean of Student Development. Once permission is granted, products may be sold only in approved locations.

8. **Bare Feet and Shirts**

Health and sanitation codes require that students and guests wear shoes and shirts in all public buildings excluding residence halls.

9. **Automobiles on Campus**

All students at Queens are allowed to bring cars to campus. Cars must be registered with the Public Safety office. The registration fee is $10.00. Each registered automobile is issued a parking permit which must be affixed to the left-rear bumper of the vehicle or to the lower-left corner of the rear windshield. A vehicle is not registered until the sticker or permit is displayed on the vehicle.

Parking on campus is limited. Each parking permit indicates the zone in which that vehicle is authorized to park. Parking in unauthorized zones will result in a fine.

Any vehicle receiving ten (10) parking violations may be towed at owner's expense.

A parking appeals board is available to anyone wishing to appeal a parking ticket.

Students are responsible for their visitors, and will be held financially responsible for citations issued to vehicles traced to direct family members or guests.

Student Rights & Freedoms

STUDENT RIGHTS AND FREEDOMS

A. ACCESS TO RECORDS

Queens College, in accordance with the Family Educational Rights and Privacy Act of 1974, also known as the Buckley Amendment, permits its students to inspect their records whenever appropriate and to challenge specific parts of them when they feel it necessary to do so.

1. Responsibilities of the College

It is the responsibility of the faculty to turn in a grade sheet for each course taught and to do so within the time set by the Registrar. It is the responsibility of the Registrar's office to compile and retain these records on a student-by-student basis and to make sure such information is available in accordance with federal and state law and with existing college policies.

Note: Such material as grade sheets is considered by the college to be confidential. Work-study students may be exposed to such material, but are bound by the Honor Code to keep such information in strictest confidence. If a breach of confidentiality occurs, it is considered an honor violation and will be referred to the Honor Council for action.

2. Public Records

Information concerning the following items on individual students is considered Directory Information and is public: full name, local address, home address, telephone number, date of birth, major field of study, dates of attendance at Queens College, class year, degrees, honors and awards received, participation in officially recognized college activities and student organizations, parents' names, class schedules, and religious affiliation. This information may be released or published without the student's consent. However, students who do not wish this information, or any part of it, to be released or made public may inform the Registrar's office, in writing, within 10 days after registration each term. The Registrar will notify other college offices of such requests. Students should understand that if they withhold directory information, it will not be released to anyone unless the health or safety of an individual is involved. It is the policy of Queens College to refuse to release information to private firms for use in mailing lists.

Requests for student data from agencies such as HEW, OEO, and research agencies may be honored without prior approval of the student only in anonymous form.

3. **Confidential Records**

All personally identifiable material on particular students used to make decisions about students or used for transmittal to others outside the college and which is other than public material, as defined above, is considered confidential. Confidential information includes, but is not limited to, the following items: academic evaluations, advising records, disciplinary records, financial aid records, letters of recommendation, medical or health records, clinical counseling records, transcripts, test scores, and other academic work. If work-study students are exposed to such material and release such information without the permission of the students, a breach of confidentiality has occurred. This is deemed an honor violation and will be referred to the Honor Council for action.

4. **Official Records**

Each enrolled or former student of Queens College has the right to inspect and review official educational records or files of the college directly relating to that student. (Note: All files on individual students are destroyed five years after the student leaves the college. Only the transcript is kept indefinitely.)

Official records are released only with the written permission of the student.

Access by the student to official educational records or files directly relating to the student is provided in the presence of a staff member. The permanent academic record (transcript) will not be allowed outside the Registrar's office.

The right to access does not extend to applicants, those denied admission, or those admitted who do not enroll. Offices may require that requests for access be submitted in writing and may ask for, but not require, the reason for the request.

Official records include material on students relating to their status as students held by any office of the college and intended for the use of the college or available to parties outside the college.

A copy of a student's transcript and/or other recorded data will be made available to college officials who show legitimate educational needs without written permission of the student. Records will be kept in offices whose functions require such information.

Official records do not include the following: letters of recommendation for which the student has waived the right of access, public safety records, medical and clinical counseling records, financial records of parents,

private records kept by individual faculty or administrators as aids to memory but not intended for transmittal to others.

A student is entitled to an explanation of relevant information contained in official records. The student has the right to a hearing to challenge the content of an official record to ensure that it does not contain information which is inaccurate, misleading, or in violation of privacy or other rights, and to correct or delete inaccurate, misleading, or inappropriate material.

B. ACADEMIC GRIEVANCES

The substantive judgment of a faculty member about a student's work (grades or other evaluation of assignments) is not within the scope of hearings regarding academic grievances. A student may challenge only the factual and objective elements of the content of student records (discrepancies in computation and transcription of grades) but not the qualitative and subjective elements of grading.

1. A student initiates the challenge process within six months after the end of the term (last day of exams) in which the disputed record entry occurs by consulting with the faculty member concerned in the hope that satisfactory agreement may be reached.

2. If satisfactory agreement is not reached, the student consults with the chairman of the division in which the record dispute has occurred.

3. If satisfactory agreement is still not reached, the student consults the Vice President for Academic Affairs.

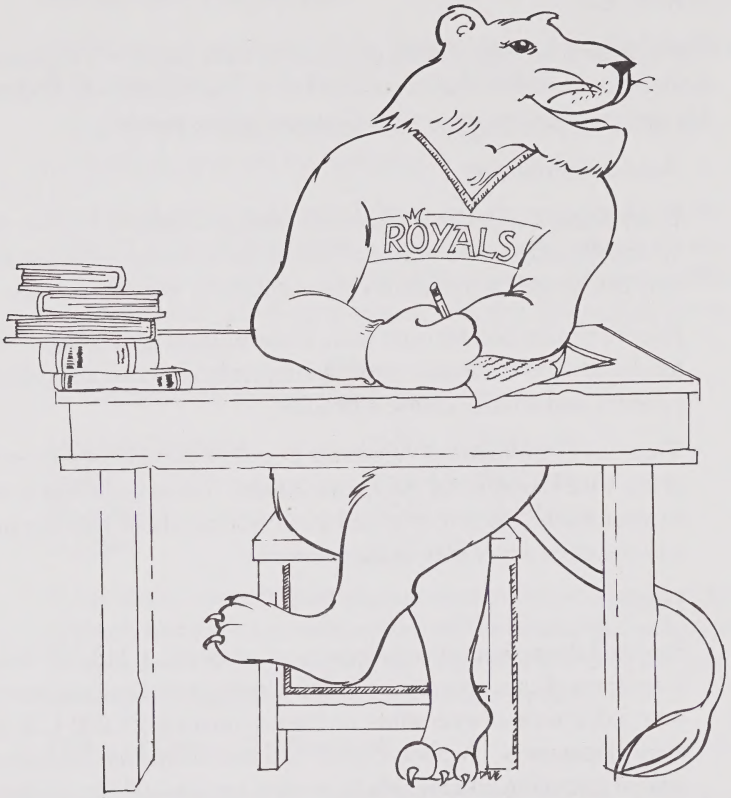
4. If no agreement is reached, the student sends a written request for a formal hearing to the Vice President for Academic Affairs who will convene a committee consisting of one administrator appointed by the Vice President for Academic Affairs, one faculty member appointed by the chairman of FAC, and one student appointed by the Vice President for Academic Affairs to hear the complaint.

    a. The formal hearing shall be held within three calendar weeks of the date of the written request.

    b. The formal hearing shall allow full opportunity for the presentation of evidence relative to the matter in dispute.

    c. The hearing committee shall render a decision, in writing, within one week of the conclusion of the hearing.

    d. The decision of the committee is final.



Resources & Services

RESOURCES AND SERVICES

A. SERVICES

The college is actually a small community with many of the resources and services you have become accustomed to in your hometown. Following is a description of the major services Queens College provides.

1. Academic Advising

Every degree candidate at Queens is assigned a faculty advisor. Advisors are usually assigned according to the academic interest of the student and may be changed as a student's plans solidify or interests change.

Prior to registration for each term, students meet individually with their faculty advisors to discuss course offerings, plan internships and/or honors projects, and arrange course schedules.

There is a Coordinator of Academic Development who serves on the staff of the Vice President for Academic Affairs. The coordinator is available to meet students at any time and is a person to whom you may turn with any questions about your academic work.

2. Library

Everett Library houses a collection of more than 113,000 books and bound periodicals, approximately 550 current periodicals and newspapers, over 3,000 reels of microfilm, and approximately 25,000 U.S. government documents. A photocopier, two microform reader/printers, and several microfilm and microfiche readers are available for student use.

Each student must sign a registration card in order to check out materials, and the person who checks out the materials is responsible for returning them to the library. Fines on overdue materials are $.25 per day, per item.

Many professors place materials on reserve in Everett Library in order that all their students will have an opportunity to read required assignments prior to class. In order to use reserve materials a student must leave his or her ID or driver's license at the desk. No materials can leave the building. Taking reserves from the library is considered a Honor Code violation.

It is a violation of the Honor Code to remove any of the following from Everett Library without permission:

1. books that have not been checked out
2. periodicals and reference books
3. materials on Desk Reserve

The Media Center is located on the basement level of Everett Library and houses audio-visual and software equipment, production equipment, four computer terminals, and six personal computers.

The library also houses a Curriculum Lab, a Special Collections Room, and an Archives Collection.

Smoking is allowed only in the Student Lounge on the basement level. Food and drink are not allowed in the building.

The library staff is always available to help you use the collections. Please do not hesitate to ask for assistance.

An introduction to Everett Library will be provided for freshmen and transfers during Orientation Week, and library instruction sessions are included in many classes. In-depth library instruction is available for both classes and individuals upon request. For this service, contact the Public Service Librarian.

Library hours for the fall and spring terms are:

Monday-Thursday	8:00 a.m.-1:00 a.m.
Friday	8:00 a.m.-6:00 p.m.
Saturday	10:00 a.m.-6:00 p.m.
Sunday	2:00 p.m.-1:00 a.m.

Schedules for vacation periods, summer sessions, and January term will be reduced, and those for exam periods will be extended. Such changes will be posted on the front doors of the library. If you have any questions or comments, please see a member of the library staff.

3. **Office of Career Development**

Career development at Queens is a four-year process. There is a central office for career planning (located in the Harris House) which provides comprehensive career counseling and employment assistance. Vocational testing, individual and group counseling, topical workshops and seminars, and a career resource library are among the services provided.

The college has an extensive internship program and can suggest intern sites for practially every academic discipline. Prior to beginning a college-sponsored internship, students must have an approved resume on file in the Office of Career Development and have satisfactorily completed an interviewing workshop. Students are also required to attend two internship orientation seminars conducted by the career development staff.

Many students hold part-time and summer jobs in the Charlotte community. The career development office maintains a current listing of job openings and serves as a clearinghouse for students seeking employment.

Employment recruiters and counselors from graduate schools are welcomed on campus. Students are notified of recruiting opportunities, and interviews are arranged during on-campus visits. To be eligible to participate in these on-campus placement services students must have completed certain workshops, including, but not limited to, resume writing and interviewing skills.

4. **Counseling Services**

Queens has two professional counselors on staff who are available to students for personal counseling. Their office is located in the Health Center, and appointments may be made by calling 337-2220. All counseling services on campus are free and confidential.

Many other trained counselors are available on the Queens staff. The Director of Career Development, the college chaplain, and Director of Residence Life all hold master's degrees in counseling and related areas. Students are encouraged to seek out any of these people when they wish to do so. Resident Coordinators and student Resident Assistants are trained for peer counseling and help with referrals.

Referrals to off-campus psychologists and psychiatrists may be made when necessary. The costs of all off-campus therapy is the responsibility of the individual student.

If a student demonstrates that he or she is potentially harmful to himself/herself or to others, steps will be taken to intervene, and a decision will be made by a review committee of staff and administrators regarding continuation of enrollment.

A chart showing all forms of counseling support at Queens is included elsewhere in this handbook.

5. **Places of Worship**

Belk Chapel on the college campus is open to students at all times. There is a chaplain on the college staff, and chapel services are held on special weekends during the school year.

Queens encourages its students to attend local churches, many of which actively seek participation by college students. Many of the churches below are within walking distance of the campus. In all cases the church listed is the one of its denomiation which is closest to the college. The college chaplain will be happy to provide further information on local places of worship.

Baptist
Myers Park Baptist
1900 Queens Road

Catholic
St. Patrick's Cathedral
1621 Dilworth Road, East

Church of Christ
Church of Christ
4900 Providence Road

Episcopal
Christ Church
1412 Providence Road

Greek Orthodox
Greek Orthodox Cathedral
600 East Boulevard

Jewish
Temple Beth El
1727 Providence Road

Lutheran
St. Mark's Lutheran
1001 Queens Road

Methodist
Myers Park United Methodist
1020 Providence Road

Moravian
Little Church on the Lane
528 Moravian Lane

Presbyterian
Myers Park Presbyterian
2501 Oxford Place

Society of Friends (Quaker)
Charlotte Friends Meeting
2327 Remount Road

6. **Medical Services**

The Irwin-McKay Health Center is open around the clock from 3 p.m. on Sundays until 3 p.m. on Fridays. A nurse practitioner is on staff Monday through Friday to care for the routine medical needs of students.

All resident students must have a health form on file. All commuters who plan to use the health services must also have a health form completed by their physician and on file in the Health Center. The staff may be unable to treat a student who does not have a health form on file.

All full-time students paying the comprehensive fee receive service in the Health Center without additional charge by the college. Part-time students as well as faculty and staff who utilize the Health Center will be charged on a fee-for-service basis.

Students are encouraged to make appointments whenever possible prior to visiting the Health Center. Students with appointments will be seen prior to those who walk in without an appointment, except in emergency situations.

A student who needs specialized medical treatment will be referred to a local physician. The costs of treatments and prescriptions are the responsibility of the student. Ordinarily parental consent will be sought before a student undertakes any major treatment. A Health Center nurse will help students

make appointments with local physicians or dentists. Students must provide their own transportation to the doctor's office.
The college maintains a professional relationship with a local physicians group. These physicians are on call for our students 24 hours a day. The campus is within three miles of Charlotte Memorial Hospital, and a physician from the Family Practice Center will meet students at the hospital in case of an emergency.

Hospital or emergency-room charges will be billed to the college in order to expedite admission of a student. The college will then bill the student for these charges. It is the responsibility of the student or his/her parents to file directly with their insurance company all claims for insurance coverage.

Students should notify their Resident Coordinator if they need medical attention when the Health Center is closed.

North Carolina state law requires that any student not presenting physician-validated immunization information be immunized during the initial 30 days of the semester. Non- compliance requires dismissal from the college.

7. **Insurance**

The college requires accident insurance of each full-time student, and the cost of the premium is included in tuition and fee charges.

A health insurance plan is available through the college. It is optional for American citizens and required of international residents. Information regarding this plan is mailed to each student by the college Business Office.

College insurance provides protection for college property. It does not include the personal property of students or others. Students and their parents should review their insurance plans to be sure that coverage is extended to include personal belongings.

8. **Food Services**

The Morrison Dining Hall is operated for the college by the Marriott Corporation. All meals are served cafeteria style except the Wednesday evening meal once each month when a seated, family-style meal is served. Sponsored by the Cultural Events Committee, the seated meal is a time for announcements of community interest and entertainment.

All resident students are required to purchase a meal plan in the college dining room. Types and costs of available meal plans are outlined in both the College Catalog and the tuition/fees brochure prepared by the Business Office.

At registration each term students select and pay for the plan they wish. The

choice of meal plans can be made only at the beginning of a term.

Students who have special dietary needs are encouraged to meet individually with the Food Service Director. The director will make every attempt to accommodate students who present statements from physicians outlining dietary restrictions or requirements.

The Food Service Director actively seeks student suggestions and recommendations on the food service. There is a Food Committee made up of students, which serves as the primary liaison between the student body and food service staff.

9. **Public Safety**

Located on the first floor of the Stultz Building, the Public Safety Department was established to maintain a safe environment for the college community through police, security, safety, and traffic services. Officers patrol the campus 24 hours a day and are on duty year 'round (including holidays). The department has a special Campus Crime Prevention program which offers advice and programs on crime prevention and personal safety.

Escort Service: In the evening hours, persons may call or come by the Public Safety Office (ext. 306) and request an escort to or from the parking lots, a residence hall, or academic building. This service is available from sunset to sunrise.

Emergency Telephones: Telephones are located in each of the parking areas on campus. These should be used by persons requesting assistance from the Public Safety Office.

10. **Student Bank**

The Student Bank, in Jernigan Hall, is open Monday through Friday, 12 noon - 4 p.m. during the academic year. During summer school and when school is not in session, the bank is open on an abbreviated schedule each day. The bank is closed during college holidays.

Students may establish personal accounts at the Student Bank by deposits of checks or cash. Withdrawals from these accounts can be made only in cash. The maximum number of transactions to a personal account is one transaction per day.

Students may cash personal checks, payroll checks, money orders or checks made payable to them by their parents, spouse or other Queens College students, not to exceed $200 per check. Larger checks may be cashed by giving a one-day notice to the cashier.

Students who cash checks at the Student Bank which are returned for

insufficient funds or any other reason will have their check-cashing privileges suspended for a minimum of one month's time and until the check is paid in full. Student Bank activities (deposits and withdrawals) will not be affected.

The cashier reserves the right to refuse to cash any check.

Please note that all banking transactions require a Queens College ID.

11. **Emergency Loan Funds**

Two short-term emergency loan funds have been established for distribution by the Dean of Student Development. These interest-free loans are made to students who have exhausted all other forms of financial assistance. The loan must be repaid by the end of the term, or the amount will be charged to the student's account. He or she will not be allowed to register for another term until the loan has been repaid.

12. **Financial Aid**

Queens has a number of types of financial aid provided through federal, state and private sources. Students who are interested in investigating financial aid should make an appointment with the Director of Admissions and Financial Aid.

Since most funds are awarded to students on the basis of financial need, students (and their parents) are required to submit detailed financial information before their eligibility can be determined. Students must be enrolled at least half-time in order to apply for aid. Applications and financial data should be submitted early (usually in January prior to enrolling in August) in order to receive first priority for funds. Students must reapply for aid annually and must show continued satisfactory academic progress in order to continue to receive financial aid.

13. **Post Office**

The Queens College Post Office is located on the first floor of the Stultz Building. The Post Office offers all regular postal services with the exception of money orders and outgoing C.O.D. mail.

All students are assigned a post office box. New students receive notification of their post office box number and combination in the fall and will retain the same number each year.

14. **Computer Center**

The Dickson Microcomputer Center is located in Room 10 of the Walker Science Building and is open to students until 1 a.m. during the academic year. There are 20 personal computers, 10 printers and a letter-quality printer. Software packages may be checked out by students with a valid

student identification. Students and staff are available in the computer center to offer assistance and answer questions.

The VAX Computer Center is located in Room 14 of the Walker Science Building and is open to students 24 hours a day. There are eight terminals hooked up to the VAX system.

There are also personal computers and printers available to students in each of the residence halls and in Everett Library.

15. **Blair Student Union**

Blair Student Union is located behind Burwell Hall. It is a comfortable recreation area for students. The student union is equipped with a VCR and widescreen television, a stereo system, pool table and pingpong table. The Union is available to students 24 hours a day as a place to relax, unwind or study.

Students gain access to Blair through their residence-hall access card or Public Safety.

16. **Identification Cards**

Students are issued identification cards at their initial enrollment at Queens. ID's must be validated at registration in subsequent years.

The ID card is a student's official college identification and should be carried at all times. The card should be presented upon request of any college official.

Loss of an ID card should be reported to the Public Safety Office. Replacement cards are issued for $2.

B. LIST OF CAMPUS RESOURCES

In case of an emergency, please call Public Safety at 337-2306.

IF YOUR QUESTION CONCERNS...	THEN PLEASE CALL
Academic Advising	Ms. Saundra Johnson Coordinator of Academic Development Ext. 508
Academic Affairs	Dr. Bari Watkins Vice President for Academic Affairs Ext. 324
Admissions, Financial Aid	Ms. Ann Murphy Director of Admissions and Financial Aid Ext. 513
Alumni Affairs	Ms. Adelaide Davis Alumni Director Ext. 329
Automobile Regulations	Mr. Ray Thrower Director of Public Safety Ext. 306
Bookstore	Ms. M'Lou Greene Bookstore Manager Ext. 331
Business Office	Ms. Jeannette Manning Comptroller Ext. 375
Career Planning, Internships, Job Placements	Ms. Debbie Thigpen-Bouton Director of Career Development Ext. 337
Clubs and Organizations	Ms. Lynda Shuler Director of Student Activities Ext. 293
Computer Center	Dr. Richard Ault Director of Computer Center Ext. 382
Focus	Ms. Esther McGarity Focus Editor Ext. 325

Food Services	Ms. Marcia Bradley Food Services Director Ext. 409
Library Hours and Services	Ms. Judith Abner Director of Library Ext. 400
Mail Services	Mr. Dave Peterson Postmaster Ext. 311
Maintenance	Mr. David Zeeso Director of Physical Plant Ext. 340
Medical Services	Ms. Willie Wachowiak Director of Health Center Ext. 220
Public Relations	Mr. John Slater Director of Communications and Public Relations Ext. 252
Registrar's Office	Dr. Emory Mason Registrar Ext. 349
Religious Life	Ms. Terry Hamilton Chaplain Ext. 291
Residence Life	Ms. Gail Grieger Director of Residence Life Ext. 455
Sports and Recreation	Mr. Dale Layer Director of Athletics Ext. 501
Student Development	Ms. Gene Burton Dean of Student Development Ext. 226
Student Government	Ms. Sarah Lewis SGA President

QUEENS COLLEGE COUNSELING RESOURCES

Area of Counseling	Counselor	Hours	Location	Phone
General Counseling	Sue Nicassio* *Counselor*	By appt. MWHF	Health Center	337-2389 (campus) 366-5436 (office)
	Gail Grieger *Res. Life Director*	8:30-5 M-F	Student Dev. Jernigan	337-2455
	Terry Hamilton *Chaplain*	By appt. M-F	Belk Chapel	337-229 (campus)
Pastoral Counseling	Will Hinson *Episcopal Campus Minister*	Flexible	Belk Chapel	337-2291 (campus) 847-9332 (home)
Tutoring	Saundra Johnson* *Coordinator of Academic Development*	8:30-5	AcademicAffairs Burwell 207	337-2324
Academic Concerns/ Learning Disabilities	Saundra Johnson* *Coordinator of Academic Development* Faculty Advisors	8:30-5	Academic Affairs Burwell 207	337-2324
Career Counseling	Debbie Thigpen-Bouton *Career Devpt. Director*	8:30-5	Career Center Harris House	337-2337
Health Concerns	Willie Wachowiak* *Health Ctr. Director*	7-3	Health Center	337-2220
Psychological Evaluation	Sue Nicassio* *Counselor*	By appt. MWHF	Health Center	337-2389 (campus) 366-5436 (office)
Substance Abuse	Will Hinson *Episcopal Campus Minister*	Flexible	Belk Chapel	337-2291 (campus) 847-9332 (home)
Eating Disorders	Sue Nicassio* *Counselor*	By appt. MWHF	Health Center	337-2389 (campus) 366-5436 (home)
	Willie Wachowiak* *Health Center Director*	7-3	Health Center	337-2220

**Will refer you to appropriate professional or agencies in the community.*

Residence Life

RESIDENCE LIFE

Traditional students who are candidates for an undergraduate degree must live in a residence hall unless they are residing with a parent or guardian, married, or given special permission for other residence by the Dean of Student Development.

Living at Queens offers students the opportunity for growth through involvement in the resident community. The residence halls are more than just a place to live—they are experiences in living.

You will find professional staff, Resident Coordinators and student Resident Assistants as resources for campus life. They are there to meet the needs of students and to help make the experience in the residence halls a positive one.

Policies are designed to facilitate community living and to ensure the smooth operation of the residence halls. All resident students and their guests on campus are expected to abide by these policies and guidelines. Violation of guidelines and policies will be handled through the college judicial process as described elsewhere in the handbook.

A. THE PROFESSIONAL STAFF

1. **Director of Residence Life**

   The Residence Life Office is located on the second floor of Jernigan.

   The Director of Residence Life, a full-time professional member of the student development staff, is responsible for the management of the residence-life program at Queens.

   The director holds a master's degree in counseling and is available as needed to help students deal with personal or academic problems.

2. **Resident Coordinators**

   Resident Coordinators are professional student development staff who live in the residence halls. They are responsible for the general management of the building and serve as a resource for residents.

   R.C.'s are trained to handle emergency situations, mediate roommate problems and help with personal difficulties They help establish an air of community living in the hall through programming and planned activities.

3. **Resident Assistants**

   Student Resident Assistants are members of the student development staff. Each RA is responsible for the management of an individual floor in one of Queens' residence halls.

   See your RA when you:
   - are locked out of your room

- need an item in your room repaired
- have a personal problem you'd like to discuss in confidence
- have a great idea for a hall activity
- want the names of campus resources
- are having roommate problems
- have questions in general

B. RESIDENCE HALL PROCEDURES

Check-In, Check-Out

A resident student must check in with the Resident Assistant when he or she moves into a residence hall room. The check-in procedure involves completion of a Room Condition Report. A student who moves out of the residence hall room for any reason must check out officially with the Resident Assistant. Damages to walls, floor, furniture, etc., will be noted on the Room Condition Report. A final check for damages will be made by the student development and maintenance staff. Charges for damages will be made against the student's $50 damage deposit, and charges above that amount will be transferred to the student's general account. Any items left in the residence-hall room after check-out will become the property of the college.

Room Damage Deposit

A room damage deposit of $50 is required of each student living in a residence hall. When a student leaves the residence hall permanently, the deposit will be refunded with interest, minus the cost of any damages.

Room and Roommate Changes

If space is available, students will be allowed to change rooms and roommates after the first three weeks of the semester. All room and roommate changes must first be approved by the Resident Coordinator. Room change request forms, available through the Resident Coordinator, must be completed and turned in to the Director of Residence Life before any change can occur.

Single Rooms

A limited number of rooms may be designated as private rooms depending on the college's enrollment. A student may request assignment to a private room. Priority for private rooms is based on seniority and the lottery number assigned. An additional fee per term is charged for a single room if one is requested and assigned. If a student occupies a single room for less than a full term, the fee will be prorated. A first-term freshman or transfer will not be charged for a single room if he or she is assigned one without having requested it.

The college reserves the right to consolidate those students in private rooms who are not paying the private room fee.

Right of Entry

A student's right to privacy shall not be abridged because of membership in

the academic community. When a member of the college staff seeks access to a residence hall room for improvement or repairs or for routine building inspection, the occupant(s) will be notified in advance. Student request for repairs automatically constitutes authorization for entry. There may be entry without notice in emergencies where imminent danger to life, safety, health, or property is reasonably feared.

A search may be conducted by an authorized staff member if there is probable cause to believe that a violation of federal, state, or local laws or college policy has occurred or is taking place. Reasonable effort will be made to have the individual present when the room is being searched. A member of the student development staff will be present during any search. If any items are taken from the room, a signed receipt listing each item will be given to the resident(s) or left in the room.

C. RULES AND REGULATIONS

Access to Residence Halls

The residence halls are locked 24 hours a day for students' protection. Entry is gained through the use of a personal access card that is assigned to each student. Any main entrance or fire door that is propped open or misused is a violation of residence hall policy. Loss of an access card must be reported immediately to the Public Safety Department. There is a $10 fee for replacing a lost card.

Room Keys

Students are issued individual keys to their residence hall rooms at the time of check-in. If the key is lost, the student may request a replacement key through the Student Development Office. There is a $30 charge for rekeying the lock. Any student failing to return the key upon check-out will automatically be charged $10.

Visitation

Visitors of the opposite sex are allowed in the residence halls on Friday and Saturday between the hours of 12 noon and 1:30 a.m., and Sunday through Thursday between 12 noon and 12:00 a.m. The Queens host or hostess must sign in all visitors (including family members) on the sheet located on the desk of the residence hall lobby.

Seniors in Long Hall may have male guests in their rooms between the hours of 6 a.m. and 12:00 a.m. Sunday through Thursday, and from 6 a.m. until 1:30 a.m. Friday and Saturday. Guests must be accompanied by a Queens student at all times.

Guest Housing

Housing for guests of Queens students is available through the Student Development Office. Rooms are made available on a first-come, first-served basis. Men or women who are official guests of the college may be housed in

the Wallace Guest Apartment.

Guests are allowed the same hours of visitation as students. Visitors must sign in and out according to the visitation policy.

Students are responsible for the actions of their guests while they are on campus. Violations of campus policies by a guest will result in disciplinary action against the hosting student and/or a request by Residence Life or Public Safety staff that the guest leave the campus.

Quiet Hours

Campus quiet hours are to be observed Sunday - Thursday from 11 p.m. to 7 a.m. First-year students are to observe additional quiet hours Sunday - Thursday, 7 p.m. to 10 p.m.All students are asked to take responsibility for observing and enforcing these hours. Observance of quiet hours in the residence halls acknowledges the right of each student to study and sleep with a minimum amount of disturbance. Students are expected to be considerate of others at all times. Any residence hall wishing to extend quiet hours may do so by a majority vote of the residents.

Fire Drills

Fire escape routes are posted in each residence hall room and in all public areas. Every student should know all fire escape routes and procedures in the residence hall. No one is excused from a fire drill if he or she is present in the residence hall at the time of the drill. Anyone found in a room during the drill may be fined $25.

Candles, Incense, and Paper

At no time may candles, incense, or paper be burned in any residence hall area. Any item in violation of fire and safety regulations will be subject to removal by the residence hall staff.

Electrical Appliances

Only the following electrical appliances may be used in residence hall rooms: coffee pots, fans, popcorn poppers, microwave ovens, hair dryers, stereos or radios, refrigerators (up to 3 cubic feet), televisions, and electric curlers. The following appliances may NOT be used in student rooms due to electrical circuit capacity, energy control, or potential fire hazard: electrical resistance ovens (any type), hot plates, toasters, toaster ovens, sunlamps, and irons.

Laundry Facilities

Coin-operated washers and dryers are located in each residence hall. Students are cautioned not to overload these machines. A student overloading a washer or dryer may be charged for the repairs. Ironing boards are available in the laundry rooms. Ironing is restricted to the approved areas in each building; no irons should be used in a student's room.

Pets

Except for small fish and turtles, no pets of any kind are permitted in the residence halls at any time. An animal may be removed from a student's room without notification. Failure to comply with this policy can result in a judicial board hearing.

Lofts and Wooden Structures

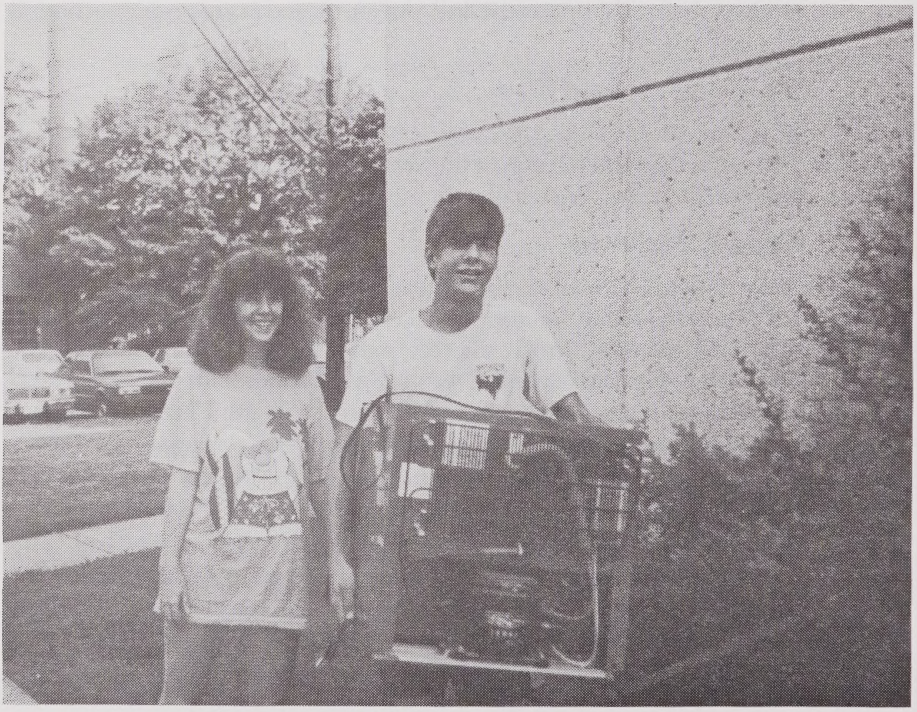
Permission to build a wooden structure in a room must be requested from the Director of Residence Life Guidelines to be followed are available in the student development office.

Bicycles

Bicycle racks are located in front of Harris Residence Hall and beside Wallace Residence Hall. Bicycles may not be stored anywhere in the residence halls except in the basement storage rooms and may be removed from restricted areas without notification to the student. Bicycles must be registered, and engraving services are available at Public Safety at no charge.

Sunbathing

A patio in Harris Hall and a concourse by Long Hall provide areas for sunbathing. All sunbathing apparel is restricted to these areas on the back campus.



Events, Traditions, Activities

EVENTS, TRADITIONS, ACTIVITIES

Practically once a month the college community pauses to celebrate an event or tradition. These are important occasions, many handed down by generations of Queens students.

A. ANNUAL EVENTS

Welcome-Back Party — September 1
Queens begins each semester with a lively band party held in the dorm quadrangle.

Senior Recognition Day — September 12
Each fall the college community gathers to honor the senior class. This is the first academic procession of the year and the speaker is chosen by the seniors.

Octoberfest — October 6-8
This is a German tradition celebrated on the Queens campus with fun, food, and music!

Parents' Weekend — October 27-29
Parents of all Queens students are invited to visit the campus to meet with faculty and staff and enjoy autumn in North Carolina.

Casino Party Weekend — December 1-3
This weekend includes bands, activities, and a formal casino party in Burwell Parlors.

Boar's Head Banquet — December 6
In the English tradition of Queens College at Oxford University, a boar's head ceremony and banquet is held during the Christmas season.

Moravian Lovefeast and Christmas Tree Lighting — December 10
The Religious Life Committee of Queens sponsors a Moravian "Feast of Love" each year as part of a North Carolina celebration of Christmas. Following the Lovefeast comes the lighting of the Queens Christmas Tree.

Yule Log Ceremony — December 13
Queens borrows this from the ancient British tradition to herald the Christmas season and wish for a year of good luck! It's an evening of seasonal food, drink and carol-singing.

Welcome-Back Party — February 2
This is the official, fun beginning of Spring Term.

Mardi Gras Festival — February 10
In keeping with the tradition of New Orleans and the celebration of Lent, get ready for a costume extravaganza!

Honors Convocation — February 13
The Honors Convocation is held at the beginning of the Spring Term to recognize those students who earned academic honors the previous term.

International Symposium — April 5
This international event is held on campus for the Queens community and the public with well-known international and national guest speakers.

Parents Weekend — April 20-22
Parents and family members are invited to return to the campus for a special, activity-filled weekend, the highlight of which is Springfest.

Queens Springfest — April 21
Each spring, Queens celebrates with a day full of picnics, music, and artists. A great way to welcome spring!

Awards Day —April 24
A special convocation is held in the spring to present awards to students for their outstanding contributions or achievements.

May Day Weekend — May 3-6
May Day is celebrated each spring with a weekend of social activities. Class representatives are elected to the Court and a May Queen (senior) is announced at a morning presentation. The weekend is highlighted by several concerts and a formal dance.

Baccalaureate — May 18
This worship service for graduating seniors is held each year during the graduation weekend. Families and friends are invited to attend.

Commencement — May 19
Degrees are conferred in a ceremony which marks the climax of a student's college career.

B. STUDENT GOVERNMENT ASSOCIATION

"The purpose of this organization shall be to provide its members with the instruments of self-government and to serve as the guardian of student rights. The Association shall strive to create a spirit of unity within the Queens community, to develop in its members a sense of individual responsibility, and to promote high standards of integrity and conduct. The Association shall provide channels for the development of legislation, justice, programming, and publications among the students in the Queens College of Arts and Sciences." - from the Student Government Association Constitution and By-Laws, Article II.

Organizations of the Student Government Association

Senate — Responsible for handling the legislative concerns and interests of the student body.

President — Sarah Lewis
Vice President — Tracy Price
Treasurer — Sabrina Anderson
Secretary — Rhonda Gates
Senior Class President — Wendi Bryant
Junior Class President — Michelle Westerhaus
Sophomore Class President — Marty Carson
Freshman Class President — to be elected in the fall
Residence Hall Senators — to be elected in the fall
EPCC Senator — to be elected in the fall
Day Student Senator — to be elected in the fall
New Dimensions Senator — to be elected in the fall

Honor Council — Responsible for investigating and acting on any alleged violations of the Honor Code.

President — Amy Rowland
Vice President — Crystal Ahrens
Secretary — Michelle Manis
Senior Class Representative — Lane Klotzberger
Junior Class Representatives — Patricia Ammar, Michelle McIntire
Sophomore Class Representatives — Staci Benson, Jay McBride

Campus Judicial Board — Responsible for investigating and acting on any violations of residence hall regulations or student-life policies established by the Board of Trustees.

President — Lachlan Collins
Vice President — Amy Lohr
Secretary — Constance Grady
One representative from each residence hall to be elected in the fall.

College Union Board — Responsible for enhancing Queens' community life through planning cultural, social, religious, and recreational events and activities.

President — Kira Alatar
Vice President — Melinda Monroe
Secretary — Ivy Lim
Treasurer — Julianne Brinkman

Committee Chairpersons:

Film Committee — Sandra Lane
Recreation Committee — Michelle Westerhaus
Special Events Committee — Jenny Hyder
Social Activities Committee — Chris Thibodeaux
Religious Life committee — Amy Tate
Cultural Events Committee — Laurie Richardson

Publications Board — Responsible for promoting professionalism and interest in student publications.

President — Cherie Thompson

Publication Chairpersons:
Arete (yearbook) — Amy Rowland, editor
Current (newspaper) — Sara Jenkins, editor
Signet (literary magazine) - Maria Parungo, editor

C. CLUBS AND ORGANIZATIONS

The following clubs and organizations are open to all members of Queens College and are recognized by the Student Government Association.

Admissions Core — Margaret Aswad, president
Amnesty International — April Parker, president
Art Club — Wendi Bryant, president
Black Student Union — Michelle Roseman, president
College Republicans — President to be elected in the fall
College Democrats — Sarah Lewis, president
Communications Club — Sara Jenkins, president
Drama Club — Professor Jane Hadley, advisor
English Club — Kristal Warren, president
History Club — Lancey Boros, president
International Club — President to be elected in the fall
Justinian Society (pre-law) — Professor James Foster, advisor
North Carolina Student Legislature — Lane Klotzberger, president
Math & Computer Science Club — Julianne Brinkman, president
Psychology Club — president to be elected in the fall
Queens College Dance — Instructor David Heustess, advisor
Queens College Concert Choir — Professor Constance Bray, advisor

D. SORORITIES AND FRATERNITIES

There are four national sorority chapters on the Queens College campus and one national fraternity colonization. Activities are overseen by the Panhellenic Council, which formulates and administers rush rules.

Alpha Delta Pi — Robin Kilby, president
Chi Omega — Allison Glaw, president
Kappa Delta — Laurie Thrower, president
Phi Mu — Melissa Morton, president
Pi Kappa Phi — Scott Handback, president
Panhellenic Council — Kim Gravitte, president

E. HONORARY ORGANIZATIONS

The following organizations select their membership from students who have demonstrated keen interest and exceptional ability in specific academic areas:

Sigma Upsilon — Kristal Warren, president
Sigma Upsilon is an honorary fraternity for writers founded in 1906. The Cakes and Ale Chapter at Queens was established in May, 1951. Membership is based on creative literary ability, interest and active participation.

Beta Beta Beta — Kira Alitar, president
The Tau Tau Chapter of the Beta Beta Beta National Honorary Biological Society promotes interest in the biological sciences and keeps students aware of new developments in the field. The chapter is affiliated with the North Carolina Academy of Sciences. Eligibility for membership is based on academic achievement.

Delta Omicron — Jacqui Davis, president
Omicron Lambda chapter of Delta Omicron, an international music fraternity, was established at Queens in May, 1959. The national organization was founded in 1909 at the Cincinnati Conservatory of Music. Membership is open to students doing major or minor work in music, to music faculty, to professional musicians, and to concert artists. Scholarship of high quality is requisite to membership.

Phi Alpha Theta—President to be elected in the fall.
The Alpha Gamma Kappa chapter of Phi Alpha Theta, an international honor society in history, recognizes excellence in the study of history. A member of the Association of College Honor Societies, the society promotes history through the encouragement of research and the exchange of learning and thought among historians. It seeks to bring students, teachers, and writers of history together intellectually and socially. Eligibility is based on academic achievement.

Queens College Honor Society of Nursing — Dr. Carolyn Jones, advisor
QCHSN recognizes students who have demonstrated superior scholastic achievement, evidence of professional leadership potential, and/or marked achievement in the field of nursing. Candidates may be selected from stu-

dents enrolled in the nursing program, nursing alumni of Queens College, and community nurse leaders who have a minimum of a baccalaureate degree.

The college gives recognition to outstanding students by naming them into the following organizations:

Mortar Board — Tracy Terrell, president
Mortar Board is a national honor society. Ours, the 200th chapter, recognizes those students at Queens who have demonstrated not only outstanding scholarship, but who have made significant contributions as leaders.

Valkyrie — Crystal Ahrens, president
Valkyrie is an honorary organization that was established at Queens in 1937 and includes students selected from the sophomore class on the basis of outstanding leadership, citizenship, and scholarship exhibited during their freshman year at Queens.

Zetetic Society — Dr. Joyce Shealy, advisor
Zetetic is a regional honorary organization composed of faculty and students. Its purpose is to recognize high scholastic attainment for seniors and juniors and to encourage independent research.

F. HONORS AND AWARDS

Dean's List — Degree candidates who achieve a term average of 3.500 or better in at least 12 hours of graded work for the term are named to the Dean's List. Students with incompletes in courses are not considered.

Marshals — Marshals are the students who have achieved the highest cumulative average in the senior, junior, and sophomore classes. The senior student with the highest average for his or her three years serves as Chief Marshal. The duty of the marshals is to serve as ushers of official college events, which include academic processions.

Who's Who Among Students in American Universities and Colleges — Who's Who recognizes noteworthy student leaders on campuses throughout the country and registers them in a national collegiate publication. The students are selected on the basis of scholarship, leadership, and cooperation in educational and extracurricular activities, general citizenship and the promise of future usefulness.

Algernon Sydney Sullivan Awards — Queens is one of the colleges which has the privilege of presenting two Sullivan Awards each year—one to a graduating senior, and one to a person who has some association, official or otherwise, with the college. The awards are designed to be continuing reminders "that the noblest human qualities are those characteristics of heart, mind, and conduct which evince a love for helpfulness to other men and women. True nobility is found in those who move beyond the narrow circle of their self interest and spend themselves in the interest of mankind."

In addition to the awards listed above, there are numerous departmental awards given out each spring at the Awards Day Convocation.

ATHLETICS

Queens College will offer intercollegiate competition in six sports during the 1989-90 school year. Women's teams compete in volleyball, soccer, basketball, and tennis. The men now field teams in basketball and tennis and will add soccer and golf in the 1990-91 school year.

All six sports will have "try-outs," and anyone wanting to participate is encouraged to contact the athletic department as soon as possible when the school year begins.

Queens follows the NCAA Division II guidelines and has made application for affiliation, which we expect to be approved during the course of the year.

Entrance to all home contests is free for students with a Queens I.D.
An expanded intramural program begins this fall. Volleyball, basketball, tennis, weight-lifting, flag football, and more are scheduled.

Club sport opportunities exist for groups of students interested in sports not offered on an intercollegiate level.

Ovens Gymnasium is the home of the Queens Royals teams. This building underwent extensive renovations in the summer of 1989. It includes a large gym, a dance studio, weight room, and swimming pool. In addition there are five tennis courts, three of which are lighted. The Physical Education Department makes all facilities available on a regular basis through recreation nights and free swims.

Physical Education Department Staff:

Athletic Director and Men's Basketball Coach — Mr. Dale Layer
Women's Tennis Coach — Ms. Phyllis Pharr
Women's Volleyball Coach — Ms. Chrys Baker
Men's Tennis Coach — Mr. Charles Gordon
Men's and Women's Soccer Coach — Mr. Fred Norchi
Women's Basketball Coach — Ms. Cheryl Fielitz
Intramural Director and Assistant Men's Basketball Coach — Mr. Ritchie McKay
Athletic Department Secretary — Ms. Debbie Remelius

Judicial System

JUDICIAL SYSTEM

The judicial system consists of two councils. The Honor Council hears violations of the Honor Code and the Campus Judicial Board hears violations of the General Standards of Conduct and residence hall violations.Students are elected members of both councils and they are the ones who interpret and implement the rules of the College.

A. STRUCTURE

HONOR COUNCIL

1. Hears cases involving
   - Academic dishonesty, lying, cheating and stealing
2. Membership
   - President
   - Vice President
   - Secretary
   - Senior Class Representative
   - Faculty advisor (chosen by the Council)
   - Junior Class Representatives (2 members)
   - Sophomore Class Representatives (2 members)
   - Faculty representative (appointed by the faculty)

CAMPUS JUDICIAL BOARD

1. Hears cases involving
   - Violations of General Standards of Conduct
   - Violations of residence hall rules and policies
2. Membership
   - President
   - Vice President
   - Secretary
   - Long Residence Hall Representative
   - Harris Residence Hall Representatives (2)
   - Belk Residence Hall Representative
   - Wallace Residence Hall Representative
   - Albright Residence Hall Representatiive

APPEALS BOARD

1. Hears cases
   - in which the Honor Council recommends suspension from the college
   - for which the student challenges the decision of the Honor Council
2. Membership

   Four students:
   - SGA President
   - SGA Vice President
   - Student Life Committee Representative
   - Honor Council President or proxy (non-voting member)

Three Faculty/Administration Representatives:

- Chairperson of the Faculty Advisory Council
- Vice President of Academic Affairs
- Dean of Student Development

ADMINISTRATIVE HEARINGS

Hears cases

- for which an admonition or other administrative action is appropriate
- which may involve psychological dismissal

FINAL APPEAL / PRESIDENT OF THE COLLEGE

Hears cases

- for which the decision of the Appeals Board ended in a tie vote
- in which the student challenges the decision of the Appeals Board

B. SANCTIONS AVAILABLE TO JUDICIAL BOARDS

1. **Warning.** A notice in writing that continuation of this activity will result in a more severe sanction.
2. **Desk Duty.** Weekend desk duty in the residence halls may be assigned to those persons brought before the board.
3. **Campus Service.** A student may be assigned to work a designated number of hours with a particular campus office.
4. **Social Probation:**
   a. Exclusion from privileges. Limited hours (curfew) and loss of visitation privileges may be specified by the judicial board.
   b. Any residence hall social violation during a period of social probation may receive the maximum penalty allowed for the offense.
   c. The number of weeks of social probation will be at the discretion of the judicial board with a minimum period of two weeks and a maximum of one year.
5. **Fines.** Fines not to exceed fifty dollars may be imposed at the discretion of the judicial boards. The fine shall be paid to the Queens College Business Office. If the fine is not paid in thirty days, the fine will go on the student's billing account, which must be paid in order for the student to register for the following term or to graduate. The fines will go into a fund used to improve the condition of the residence halls.
6. **Restitution.** Reimbursement for damage, defacement or misappropriation of property, whether that of the college, any member of the college community, or any guest on campus.
7. **Professional Counseling.** May be either optional or required as decided upon by the Judicial Board.
8. **Recommendation to a faculty member for action.** After determining that a student is guilty of an academic violation of the Honor Code, the

council may recommend a grade on a paper, test, or course to the faculty member involved.

9. **Recommendation of suspension for a definite period.** The student will be informed at the time of this decision when he or she will be eligible to return to the college. Cases involving recommendation of suspension for a definite period will be reviewed automatically by the Appeals Board.

10. **Recommendation of suspension for an indefinite period.** Termination of student status for an unspecified period of time. The student may be able to apply for formal readmission to the college no earlier than one calendar year from the time of suspension. Cases involving recommendation for suspension for an indefinite period will be reviewed automatically by the Appeals Board.

NOTE:

(1) The restitution sanction may be imposed either alone or in conjunction with another sanction. The campus judicial boards reserve the right to combine other sanctions.

(2) Anyone on social probation for six weeks or longer, or suspended from a class or from the college, is ineligible to represent the college until the sanction is complete. Such restrictions might involve participation in any collegiate athletics, or any public participation or performance in the name of the college.

(3) Anyone suspended definitely or indefinitely will be informed at the judicial hearing of the time by which he or she must leave the campus and the conditions under which he or she may return. During the suspension time the student may not return to campus without permission of the Dean of Student Development.

C. THE JUDICIAL PROCESS

For a more complete explanation of the judicial process, see Articles I through XIII in the Student Government Association Constitution included in this handbook.

1. Reporting an Observed Violation

If a student is guilty of a violation of a Queens College policy, the student should report himself or herself to the vice president of the judicial board that handles the particular violation. The vice president will schedule a hearing time before the appropriate judicial board. A student may choose, however, to follow the automatic penalty process whereby a formal hearing is foregone and the student accepts the "standard" penalty established for the offense.

If a student sees a fellow student is in violation of a college policy:

a. Under the honor system a student who observes another student in violation of a college policy has an obligation to report the violation. Failure to report such an incident is in itself a violation of the Honor Code.

b. The student observing a violation must report the person to the vice president of the judicial board that handles the particular violation.

The report must be in writing and must include the specific nature of the violation and an account of the observer's first-hand knowledge of the alleged violation.

The vice president will confront the accused person and conduct a preliminary search for information. If a logical explanation is given for the actions or if there is a lack of information, the vice president may drop the case, and so notify the student reporting the violation.

If the vice president is not satisfied with the response and if there is sufficient evidence that the event occurred, the vice president will begin a formal investigation and establish the time for a hearing.

c. Turning a person in to the vice president is not an accusation of guilt. It is simply a statement that a college policy may have been violated and a request that the appropriate judicial board rule on the matter.

d. The person who reported the violation must appear as a witness before the judicial board conducting the hearing.

e. Defendants and witnesses must severely limit any discussion of the substance of any case prior to the hearing. Defendants may, and indeed should, discuss their situation with an advisor. Witnesses may also seek advice prior to the hearing. However, gossiping or any other random discussion about the case can in itself be an honor violation.

2. **The Defendant's Rights**

a. **The Plea.** A student can plead guilty; i.e., he or she did commit the violation. However, no student who pleads guilty can be found innocent before a board. A person can plead innocent; i.e., he or she did not commit the violation. However, if the person is found guilty, the person may also be found guilty for perjury by claiming under oath that he or she was innocent. A person may also not plead at all, which means that the person committed the violation, but that there were extenuating circumstances surrounding the event. If the person pleads innocent or does not plead, the board decides between innocence or guilt. When a person pleads innocent or no plea, the hearing is taped and kept on file for a period of five years or until the person graduates.

b. **Rights to Information.** The defendant has a right to review the written statements taken by the vice president during his or her investigation process. The defendant shall receive all statements prior to the hearing date. If the vice president receives written statements on the date of a hearing, the defendant shall be given a copy immediately before the hearing begins.

c. **The Hearing.** Each student who comes before a judicial board has a right to request a public hearing. At a private hearing, only witnesses, the defendant, and the board are allowed to be present. If the person requests a public hearing, anyone is allowed to be present for the entire

hearing. The president, however, reserves the right to dismiss any disruptive persons from the hearing room.

d. **Witnesses and Advisors**. Each student is allowed to request relevant witnesses to appear at the hearing. The vice president must be informed before the hearing of witnesses to be called. Dormitory and Day Student Senators are knowledgeable of the judicial system and are available to be advisors to defendants.

   Each student is allowed to ask a faculty member or student to be an advisor and sit with him or her through the hearing.

   Hearings before the boards are kept strictly confidential for the student's protection.

e. **Appeals.** Any appeal from a judicial board is made to the Appeals Board, which is chaired by the Dean of Student Development. Decisions made by the Appeals Board may be appealed to the president of the college whose decision is final.

   To make an appeal a student must submit a letter to the Dean of Student Development or to the president of the college in the case of final appeal. The letter must be received within 24 hours (excluding Saturdays and Sundays) of the hearing being appealed.

   Students may not appeal verdicts or sanctions simply because they do not like the first ruling. Appeals must be based on one or more of the following conditions:

- The original hearing was not conducted according to established procedure.
- New evidence or facts exist which were not brought out in the original hearing.
- Sanction(s) imposed are excessive or inappropriate for the offense committed.
- There is evidence of discrimination based on sex, race, national origin, religion, sexual preference, or the exercise of First Amendment rights.

NOTE:

If a student is suspended from the college, the case is automatically appealed.

Student Government Association Constitution

STUDENT GOVERNMENT ASSOCIATION CONSTITUTION

Article I - NAME

The name of this organization shall be the Queens College Student Government Association.

Article II - PURPOSE

The purpose of this organization shall be to provide its members with the instruments of self-government and to serve as the guardian of student rights. The Association shall strive to create a spirit of unity within the Queens community, to develop in its members a sense of individual responsibility, and to promote high standards of integrity and conduct. The Association shall provide channels for the development of legislation, justice, programming, and publications among the students in the Queens College of Arts and Sciences.

Article III - MEMBERSHIP

All undergraduate students on matriculation to the College of Arts and Sciences acknowledge their membership in the Student Government Association.

Section A. **Rights of Members**

Members of the Association have the following rights:

1. to attend meetings of the Senate,
2. to vote in all Student Government Association elections pertaining to their academic class or place of residence,
3. to contest an election,
4. to petition the Senate,
5. to initiate legislation,
6. to challenge the decisions of the Senate, the Honor Council, or the Campus Judicial Board, and
7. to propose amendments to the Student Government Association Constitution and By-laws.

Article IV - FINANCES

Section A. **Source of Funds**

The source of funds for the Student Government Association shall be the activities fees paid by its members, which are included in the tuition fees, collected by the College, and duly set aside for the Student Government Association by the College Comptroller.

Section B. **Budget Committee**

The Budget Committee of the Association shall determine, on an annual basis, the allotment of funds to the four branches of the Association and to other clubs and organizations that are eligible for such funding.

1. The Student Government Association Treasurer shall serve as Chairperson of the Budget Committee. He/she shall have the following duties:
   a) to call all meetings of the Committee,
   b) to oversee communication between the Committee and all student organizations that are eligible for Student Government Association funding,
   c) to appoint from among the elected members a Co-Chairperson who shall assist him/her in representing the Committee to the organizations of the Student Government Association,
   d) to receive from the College Comptroller the number representative of the total budget of the Association,
   e) to receive budgets from organizations desiring funds,
   f) to present, in written form, the Committee's decisions on funding for all organizations to those organizations and to the Executive Committee,
   g) to make copies of the final budget available to all members of the Association.
2. There shall be four elected members on the Budget Committee. Members must be eligible to represent the College and may be from any academic class. Members may hold other elected offices, provided those offices are not of an executive nature.

3. There shall be three additional and permanent members to the Budget Committee: College Union Board Treasurer, Judicial Board Representative, and Publications Board President.

Section C. **Dispensation of Funds**

Annual budget allocations shall be determined by the Student Government Association Budget Committee. To appeal the Budget Committee's decision, organizations of the Association may petition the Senate. The Senate shall then reevaluate the Budget Committee's decision and may alter the allocation of funds to all organizations. The Senate's decision shall be final.

Section D. **Use of Funds**

Inappropriate use of funds shall include the following:

1. Purchase of alcoholic beverages,
2. Sponsoring of events to which attendance is not open to all members of the Association without prior approval of the Senate.

Article V - ORGANIZATIONS OF THE ASSOCIATION

The Student Government Association shall encompass four branches of government. Branch responsibilities and names shall be as follows:

Section A. **Executive Committee**

The Executive Committee shall serve as a liaison between the Student Government Association and the College administration and faculty. Also, the Executive Committee shall serve to facilitate communication and cooperation among the four branches of the Student Government Association.

Section B. **Legislative Branch**

The legislative authority and responsibility of the Association shall be vested in the Senate.

Section C. **Judicial Branch**

The judicial authority and responsibility of the Association shall be divided between the Honor Council and the Campus Judicial Board as specified in their respective statements of purpose.

Section D. **Activities Branch**

The programming authority and responsibility of the Association shall be vested in the College Union and its Board of Directors.

Section E. **Publications Branch**

The authority and responsibility for student publications shall be vested in the Publications Board.

Article VI - OFFICERS OF THE ASSOCIATION

The Student Government Association shall have four executive officers: President, Vice President, Treasurer, and Secretary. These officers must have a cumulative grade point average of at least 2.5 and be eligible to represent the College. (See Catalog, Eligibility to Represent the College.)

Section A. **President**

The President, who shall be a senior (except in case of mid-term succession) who has been a member of the Association for at least two semesters prior to his/her campaign for office, shall have the following duties:

1. to call, plan the agenda for, and preside over any meetings of the Association,
2. to serve as the official representative of the Student Body of the College of Arts and Sciences,
3. to serve as President of the Senate (see Article VIII),
4. to serve as Chairperson of the Student Government Association Executive Committee (see Article VII),
5. to serve as a member of the Appeals Advisory Committee (see Article IX),
6. to be familiar with the Constitution of this Association and its By-laws.

Section B. **Vice President**

The Vice President, who shall be a junior or senior, shall have the following duties:

1. to accept the responsibilities of the President in case of his/her absence,
2. to serve as Vice President of the Senate (see Article VIII),
3. to serve as Vice Chairperson of the Student Government Association Executive Committee (see Article VII),
4. to serve as Chairperson of the Student Government Association Elections Committee,
5. to serve as a member of the Appeals Board (see Article XI),
6. to be familiar with the Constitution of this Association and its By-laws.

Section C. **Treasurer**

The Treasurer, who shall be a junior or senior, shall have the following duties:
1. to act as the Financial Officer of the Student Government Association,
2. to serve as Chairperson of the Student Government Association Budget Committee,
3. to serve as Treasurer of the Senate (see Article VIII),
4. to serve as a member of the Student Government Association Executive Committee (see Article VII),
5. to be familiar with the Constitution of this Association and its By-laws.

Section D. **Secretary**

The Secretary, who shall be a sophomore, junior or senior, shall have the following duties:
1. to keep, in permanent form, minutes of any meetings of the Association,
2. to attend to any official correspondence of the SGA,
3. to serve as Secretary of the Senate (see Article VIII),
4. to be familiar with the Constitution of this Association and its By-laws.

Section E. **Elections**

Elections for the offices of President, Vice President, Treasurer, and Secretary of the Student Government Association shall be held during Phase I of the Student Government Association elections.

Article VII - EXECUTIVE COMMITTEE

Section A. **Name**

The name of this organization shall be the Student Government Association Executive Committee.

Section B. **Purpose**

The purpose of the Student Government Association Executive Committee shall be to provide open lines of communication among the four branches of the Student Government Association and to promote a spirit of unity and common purpose throughout the whole of the Student Government Association. The Committee shall serve as a liaison between the College administration and faculty and the members of the Student Government Association.

Section C. **Members and Their Duties**

The Student Government Association Executive Committee shall have eight student members.
1. Members shall be:
   a) the President of the Student Government Association, who shall serve as Chairperson,
   b) the Vice President of the Student Government Association, who shall serve as Vice-Chairperson,
   c) the Treasurer of the Student Government Association,
   d) the President of the Honor Council,
   e) the President of the Campus Judicial Board,
   f) the President of the College Union Board of Directors,
   g) the Treasurer of the College Union Board of Directors,
   h) the President of the Publications Board.
2. The Chairperson shall have the responsibility to call, plan the agenda for, and preside over all meetings of the Committee.
3. The Vice Chairperson shall assist the Chairperson in fulfilling his/her duties, and shall assume the duties of the Chairperson in case of his/her absence.
4. The Secretary shall be selected by the Committee from among its elected members at its first meeting

following Phase I elections. The Secretary shall have the following duties:

a) to keep, in permanent form, the minutes of all meetings,
b) to distribute at each meeting, copies of the minutes from the previous meeting to the members of the Committee,
c) to attend to any official correspondence of the Committee.

5. Members of the Executive Committee shall be responsible for attending all meetings of the Committee, and bringing to the Committee reports on the activities, concerns, and finances of their respective branches of student government, and the Executive Committee shall have a mandatory monthly meeting as scheduled by its Chair.

Article VIII - LEGISLATIVE BRANCH - SENATE

Section A. Name

The name of this organization shall be the Queens College Senate.

Section B. **Purpose**

The purpose of this organization shall be to provide the students of Queens College with a body suited for handling the legislative concerns of the Student Government Association. Furthermore, it shall be the responsibility of the Senate to pursue the legislative interests of the Student Body, concerning both on-campus policy that relates to student life and state and local political issues that are of interest to Queens students. The Senate shall be that organization of the Association which most accurately represents, on a numerical basis, the different sectors of the Association's membership.

Section C. **Members, Their Qualifications and Duties**

Membership on the Senate shall consist of elected and appointed student members and one faculty advisor.

1. Qualifications of Student Members: Students serving on the Senate must have a cumulative grade point average of at least 2.5 and be eligible to represent the College. (See Catalog, Eligibility to Represent the College.)
2. President - The President, who shall be the President of the Student GovernmentAssociation, shall have the following duties:
   a) to call, plan the agenda for, and preside over all meetings of the Senate,
   b) to confer with the President of the College, Vice President for Academic Affairs, and the Dean of Student Development when necessary,
   c) to be responsible for the coordination of all ad hoc and appointed Senate committees,
   d) to serve on the Appeals Board,
   e) to be responsible for the participation of Queens students in legislative matters at the local, state, and national level,
   f) to be the main point of contact for members of the Association desiring legislative action with regard to student life.
3. Vice President - The Vice President, who shall be the Vice President of the Student Government Association, shall have the following duties:
   a) to assist the President in the execution of his/her duties and to preside at meetings of the Senate in the absence of the President,
   b) to serve as Senate Parliamentarian,
   c) to serve as a member of the Appeals Board.
4. Secretary - The Secretary, who shall be the Secretary of the Student GovernmentAssociation, shall have the following duties:
   a) to keep, in permanent form, minutes of all Senate meetings,
   b) to attend to any official correspondence of the Senate,
   c) to give members written notice of any called meetings at least 24 hours prior to such a meeting.
5. Treasurer - The Treasurer, who shall be the Treasurer of the Student Government Association, shall have the following duties: a) to act as the financial officer of the Senate, b) to supervise a record of all financial transactions of the Senate,
   a) to act as the financial officer of the Senate,
   b) to supervise a record of all financial transactions of the Senate,
   c) to serve as financial recorder for all groups affiliated with the Student Government Association that do not fall under the leadership of the College Union Board of Directors,

6. Senators

a) Senators shall fall under three categories, each having equal importance.

The first category shall be Senators who are representative of their constituents' academic class rank. These are Class Presidents.

The second category shall be Senators who are representative of their constituents' place of residence. These are Dorm Representatives and Day Student Representatives. (The New Dimensions Club President represents a specific sector of the overall Day Student population. The number of Senators who represent a given dorm or the Day Student population shall be determined as follows: There shall be one representative for every 66 students. If 66 does not divide evenly into the number of given population and the remainder is greater than 33, an additional representative shall be added for that population. Every dorm shall have at least one representative even if there are fewer than 66 members of the Association living in that dorm.

The third category of Senators shall be those who are appointed to their positions by the Senate. These are Faculty Committee Representatives: one (1) from the Educational Policies and Curriculum Committee and one (1) from the Student Life Committee. In addition to these student representatives to Faculty Committees there shall be the following representatives that will not serve as Senators except as indicated above: Awards Committee (2), Educational Policies and Curriculum Committee (3) (one of which must be a New Dimensions student), Honors Committee (2), Library Committee (2), Student Life Committee (2), Teacher Education Committee (2).

These representatives shall be selected by the senators no later than four weeks before Awards Convocation. These representatives shall be juniors or seniors except that the Student Life and Library Committees may have a sophomore.

b) All Senators shall have the following duties:
   1) to attend all meetings of the Senate,
   2) to serve as a member of any ad hoc or appointed committee as deemed necessary by the President,
   3) to fulfill tasks assigned in carrying out Senate business,
   4) writing proposals when necessary and appropriate,
   5) to call meetings and advise their constituencies of any new developments.
   6) to be familiar with the Constitution and By-laws of the Queens College Student Government Association.

c) Senators who are Class Presidents shall have the following additional duties:
   1) to be responsible for their class participation in Talent Night and for the coordination of parents' weekends as follows:
      Freshman — Parents' Weekend
      Sophomore — Parents' Weekend
      Junior — Parents' Weekend
      Senior — Talent Night during Parents' Weekend
   2) The Freshman Class President and the Senior Class President shall serve for the entire school year, even after Phase II elections.

d) Senators who are Dorm or Day Student Representatives shall have the following additional duties:
   1) to serve as counsel for students appearing before the Honor Council or Campus Judicial Board if the student requests their services,
   2) to hold dorm meetings three times per semester for the purpose of relating senate business to the dorm residents and providing a forum by which dorm residents can express their concerns directly to their elected representatives. Each Senator should also involve the dorm's Resident Assistants in planning and promoting the meetings.

7. Advisor

The advisor, who shall be a member of the Queens College Faculty and may serve for more than one term, shall have the following duties:

a) to attend all meetings of the Senate,
b) to appoint a substitute Advisor should he or she be absent from a meeting,

c) to bring to the Senate any pertinent information and insights which his/her position affords him/her,

d) to be familiar with the Constitution and By-laws of the Queens College Student Government Association.

Section D. **Termination of Membership**

1. Resignation of Members
   Any member who finds it necessary to resign his/her position on the Senate must submit a written resignation to the Senate two weeks prior to the date he/she wishes the resignation to become effective. The Senate may decide, by simple majority vote, to suspend the required two-week notice.

2. Release of an Officer or Senator
   A member of the Senate may be considered for release from the Senate if his/her conduct or attitudes are contrary to the duties of the Senate.
   a) Improper conduct and attitude shall be defined as any actions which render a student ineligible to represent the college. (See Bulletin, Eligibility to Represent the College.)
   b) Negligence of duties shall be defined as more than two unexcused absences from Senate meetings and/or failure to complete tasks assigned in carrying out Senate business..
   c) If a member fails to fulfill his/her obligations to the Senate as defined by improper conduct and/or negligence of duties, then he/she will be asked to appear before the Senate to state his/her case at the next scheduled meeting.
   d) To terminate a member's service to the Senate, a simple majority vote of the Senate or of that member's constituents shall be required after that member's case has been heard.
   e) The member being considered for release will be notified in writing of the Senate's decision within 48 hours of the Senate's vote.

3. Replacing an Officer
   On resignation or release of the President, Vice President, Secretary, or Treasurer, a new officer will be elected from the remaining members of the Senate by a simple majority vote of the members. Should no member of the Senate wish to fill the vacant office, the Senate will announce the vacancy to the Association, take applications for the position, and elect a new officer from among the applicants.

4. Replacing a Senator
   On resignation or release of a Senator, a new one will be elected from among the members of the Association by the members of the Senate.

5. Replacing an Advisor
   On resignation or release of the Advisor, a new Advisor will be elected according to Section H of this article of the SGA Constitution.

Section E. **Voting**

All members of the Senate, including the Advisor, shall have one vote. The President shall vote only in case of a tie.

Section F. **Quorum**

Voting Quorum for the Senate shall be 13 members (two-thirds), including the President and the Advisor. If necessary, quorum may be adjusted by the President, given the approval of the Dean of Student Development.

Section G. **Meetings**

Regular meeting shall be held no less than twice monthly and when the President deems it necessary to have a called meeting.

1. All meetings of the Senate shall be open to members of the Association, except when the Senate feels the need to enter Executive Session. The Senate may enter Executive Session by a two-thirds majority vote of the members present. While in Executive Session, only the voting members of the Senate shall be allowed in the meeting room.
2. Special meetings shall be called to discuss business not covered at the regular meeting or to discuss termination of membership.
3. Special meetings shall be called by the President. The Secretary shall notify members of the details of the meeting place and time no less than 48 hours prior to the meeting.

4. Fifty percent of the membership may, by petition, call a special meeting.

Section H. **Elections**

Elections for offices of the Senate shall be held according to the specifications of the Student Government Association By-laws.

1. Elections for the offices of Sophomore Class President, Junior Class President, and Senior Class President shall be held during Phase II of the Student Government Association elections.
2. Elections for the offices of Long Dorm Senator, Belk Dorm Senator, Wallace Dorm Senator, Harris Dorm Senator, Seat #1, and Seat #2, Albright Dorm Senator, Day Student Senator Seat #1, to filled by the President of Delta Sigma Alpha, Day Student Senator Seat #2, to be filled by the President of the New Dimensions Club, Day Student Senator Seat #3, to be filled by any day student elected at large, and Freshman Class President shall be held during Phase III of the Student Government Association Elections. (The number of representatives for each population is based on population figures of 1983, and Section C. of this Article.)
3. During each phase of elections, all potential candidates will be required to participate in a Candidates' Forum to be held during the week prior to the election. The purpose of the Forum shall be to provide an opportunity for the candidates to express their individual platforms and for the members of the Association to ask questions of each candidate.
4. The selection of an Advisor for the Senate shall take place within four weeks after Phase II Elections. The Senate shall select an Advisor from among the members of the Faculty of the College of Arts and Sciences by a simple majority vote of the members of the Senate.

Article IX - JUDICIAL BRANCH-HONOR COUNCIL

Section A. **Name**

The name of this organization shall be the Queens College Honor Council.

Section B. **Purpose**

The purpose of the Honor Council shall be to investigate and act upon any alleged violations of the Honor Code including truthfulness at all times, respect for the property of others and absolute honesty in the performance of all academic work. The Honor Council shall hear all cases referred to it by the Campus Judicial Board or the Dean of Student Development. The Honor Council shall act as the Board of Final Appeal for all appealed Campus Judicial Board decisions.

Section C. **Members, Their Qualifications and Duties**

Membership on the Honor Council shall consist of eight members of the Association and two faculty advisors.

1. **Qualifications of Student Members**
   Students serving on the Honor Council must have a cumulative grade point average of at least 2.5 and be eligible to represent the college. (See Catalog, Eligibility to Represent the College.) All members must maintain conduct and attitudes consistent with the purpose of the Honor Council.
2. **President**
   The President, who shall be a senior (except in case of mid-term succession), shall have the following duties:
   a) to call and preside over meetings of the Honor Council.
   b) to set in motion an investigating committee in cases where it is deemed necessary, including all violations of an academic nature.
   c) to confer with the Dean of Student Development whenever necessary.
   d) to serve as a member of The Appeals Board.
   e) to represent the Honor Council on the Student Government Association Executive Committee.
   f) to prepare, in conjunction with the Secretary, the Honor Council's annual budget.
   g) to confer regularly with the Campus Judicial Board.
   h) to be familiar with this article of the Student Government Association Constitution, the Honor Council By-laws, and the Judicial Process as outlined in the Student Handbook.
3. **Vice President**
   The Vice President, who shall be a junior or senior, shall have the following duties:
   a) to assist the President in the execution of his/her duties,
   b) to serve, in the absence of the President, as a member of the Appeals Board.

c) to give written notice to any alleged violator of his/her required attendance at an Honor Council meeting at least 48 hours prior to that meeting. This notice must be delivered in person, and a statement must be signed by the alleged violator and the Vice President indicating that the notice has been received. The 48-hour notice may be waived via a statement signed by the alleged violator and the Vice President.

d) to serve as Chairperson of any investigating committee, except when otherwise designated by the President of the Council.

e) to give, in written form, the names of the alleged violators to the President, Secretary, and Advisors at least 24 hours prior to the meeting at which these alleged violators will appear.

f) to be familiar with this article of the Student Government Association Constitution, the Honor Council By-laws, and the Judcial Process as outlined in the Student Handbook.

4. **Secretary**

The Secretary, who shall be a sophomore, junior, or senior, shall have the following duties:

a) to keep, in permanent form, minutes of all meetings of the Council.

b) to give to the Dean of Student Development, and the Honor Council President, a written copy of any decisions which must be placed in a student's permanent file.

c) to give members written notice of any called meetings at least 24 hours prior to the meeting.

d) to handle financial transactions for the Council when necessary, and to consult with the President about the Council's financial matters. e) to be familiar with this article of the Student Government Association Constitution, the Honor Council By-laws, and the Judicial Process as outlined in the Student Handbook.

5. **Class Representatives**

Class representatives shall be elected as follows from each of the sophomore, junior, and senior classes:

Senior - 1
Junior - 2
Sophomore - 2

These representatives shall have the following duties:

a) to attend all meetings of the Honor Council.

b) the Senior member will preside at the meeting in the absence of the President.

c) to serve as a member of any investigating committee if so requested by the Vice President, and to complete the assignments of the Vice President while serving on an investigating committee.

d) to chair an investigating committee if so requested by the President.

e) to remain on campus during exam week each semester in order to hear any cases that might develop. (See By-Laws for specifications.)

f) to fulfill all tasks assigned in carrying out Honor Council business.

g) to be familiar with this article of the Student Government Association Constitution, the Honor Council By-Laws, and the Judicial Process as outlined in the *Student Handbook*.

6. **Qualifications of Advisor**

The Advisor must be a member of the Queens College Faculty and must maintain conduct and attitudes that are consistent with the purpose of the Honor Council.

7. **Council Appointed Advisor**

One Advisor shall be selected by the President of the Honor Council in consultation with the Dean of Student Development and the Honor Council members. The Advisor, who may be selected for more than one term, shall have the following duties:

a) to attend all meetings of the Honor Council.

b) to appoint a substitute Advisor should he or she be absent from a meeting.

c) to advise the President on matters of procedure.

d) to serve as a member of any investigating committee if so requested by the Vice President, and to complete the assignments of the Vice President while serving on an investigating committee.

e) to chair an investigating committee if so requested by the President.

f) to remain on campus during exam week each semester in order to hear any cases that might develop. (See By-Laws for specifications.)

g) to be familiar with this article of the Student Government Association Constitution, the Honor Council By-Laws, and the Judicial Process as outlined in the Student Handbook.

8. **Faculty Appointed Advisors**
The faculty shall choose two advisors to serve on the Honor Council. One of these advisors shall serve only as an alternate. These advisors shall have the following duties:
   a) to attend all meetings of the Honor Council.
   b) to serve as a liaison between the Honor Council and the Faculty.
   c) to advise the President on matters of procedure.
   d) to serve as a member of any investigating committee if so requested by the Vice President, and to complete any assignments of the Vice President while serving on an investigating committee.
   e) to chair an investigating committee if so requested by the President.
   f) to remain on campus during exam week each semester in order to hear any cases that might develop. (See By-Laws for specifications.)
   g) to be familiar with this article of the Student Government Association Constitution, the Honor Council By-Laws, and the Judicial Process as outlined in the Student Handbook.

Section D. **Termination of Membership**

1. **Resignation of Officers**
An officer who finds it necessary to resign his/her office must submit a written resignation to the Council two weeks prior to the date he/she wishes the resignation to become effective. The Council may decide, by simple majority vote, to suspend the required two-week notice.

2. **Resignation of Class Representatives or the Advisor**
Any class representative or Advisor who finds it necessary to resign his or her position must submit a written resignation to the President at least two weeks prior to the date he or she wishes the resignation to become effective. The Council may decide, by simple majority vote, to suspend the required two-week notice.

3. **Release of an Officer, Class Representative, or Advisor**
A member of the Honor Council may be considered for release from the Council if his or her conduct or attitudes are contrary to the purpose of the Honor Council and/or if he or she becomes negligent of his or her duties of the Council.
   a) Improper conduct and attitude shall be defined as any actions which render a student ineligible to represent the college. (See Catalog, Eligibility to Represent the College.)
   b) Negligence of duties shall be defined as more than two unexcused absences from Council meetings and/or failure to complete tasks assigned in the carrying out of Council business.
   c) If a member's service to the Council is questioned by a simple majority of the Council, he or she will be asked to appear before the Council to state his or her case at the next scheduled meeting.
   d) Termination of a member's service to the Honor Council shall require a simple majority vote of the Council after that member's case has been heard.
   e) The member being considered for release will receive written notification of the Council's decision within 48 hours of the Council's vote.

4. **Replacing an Officer**
On resignation of the President, Vice President, or Secretary, a new officer will be elected from the remaining members of the Council by a simple majority vote. Should no member of the Council wish to fill the vacant office, the Council will announce the vacancy to the Association, take applications for the position, and elect a new officer from among the applicants.

5. **Replacing a Class Representative**
On resignation of a class representative, a new class representative will be elected by the Council from among the Association.

6. **Replacing an Advisor**
On resignation of an Advisor, a new Advisor will be selected according to Article IX, Section C, Numbers 7 and 8.

Section E. **Voting**

All members of the Honor Council, including the Advisors, shall have one vote, except for the Chair of any investigating committee who shall only vote in administrative matters.

Section F. **Quorum**

Voting quorum for the Honor Council shall be seven members including the President and both Advisors. If necessary, quorum may be adjusted by the President, given the approval of the Dean of Student Development.

Section G. **Meetings**

Regular meetings shall be held weekly and when the President deems it necessary to have a called meeting.

1. Unless otherwise publicized by the Honor Council, all meetings of the Council are closed, and all business strictly confidential.
2. Special meetings shall be called to act on student cases not heard at the regular meeting, to discuss termination of membership, to discuss business not covered at the regular meetings, or to hear appeals of Dormitory Council decisions.
3. Special meetings shall be called by the President. The President shall notify the Secretary, who will notify members as stated in her duties.
4. Fifty percent of the membership may, by petition, call a special meeting.

Section H. **Elections**

All potential candidates will be required to participate in the Candidates' Forum as defined by Article VIII, Section H, Clause 3.

Article X - JUDICIAL BRANCH - CAMPUS JUDICIAL BOARD

Section A. **Name**

The name of this organization shall be the Queens College Campus Judicial Board.

Section B. **Purpose**

The purpose of the Campus Judicial Board shall be to investigate and act upon any violations of residence hall regulations or student life policies established by the Board of Trustees (e.g. the alcoholic beverage policy, the visitation policy, and the drug policy). Exceptions to this shall be any violations of the Honor Code. The Campus Judicial Board reserves the right to refer any case to the Honor Council or to the Dean of Student Development, either before or after hearing a case.

Section C. **Members, Their Qualifications and Duties**

Membership on the Campus Judicial Board shall consist of three officers (President, Vice-President and Secretary) elected from among the Association and one representative from each upperclassmen dormitory and two representatives from the Freshman dormitory which houses members of the Association. The President of Delta Sigma Alpha shall serve as a member of the Council in the event that a day student should appear before the Council.

1. Qualifications of Members
   Members of the Campus Judicial Board must have a cumulative grade point average of at least 2.5, be eligible to represent the college, and must maintain conduct and attitudes consistent with the purpose of the Campus Judicial Board. (See Catalog, Eligibility to Represent the College.) It is strongly recommended that the President and Vice President have previous experience on the Board.
2. **President**
   The President, who shall be a junior or senior and may reside in any dormitory, shall have the following duties:
   a) to call and preside over all meetings of the Campus Judicial Board.
   b) to set in motion an investigating committee in cases where it is deemed necessary.
   c) to confer with the Dean of Student Development whenever necessary.
   d) to represent the Campus Judicial Board on the SGA Executive Committee.
   e) to prepare, in conjunction with the Vice President and the Honor Council President, the Dormitory Council's annual budget.
   f) to serve as a non-voting member of the Honor Council when it meets to hear an appeal of a Dormitory Council decision. He/she reserves the right to appoint a substitute from among the Campus Judicial Board members to represent the Campus Judicial Board at such an Honor Council meeting.
   g) to confer regularly with the Honor Council President.
   h) to be familiar with this article of the Student Government Association Constitution and its By-Laws.

3. **Vice President**
The Vice President, who shall be a junior or senior and may reside in any dormitory, shall have the following duties:
   a) to assist the President in the execution of his/her duties.
   b) to give written notice to any alleged violator of his/her required attendance at a Campus Judicial Board meeting at least 48 hours prior to that meeting. This notice may be delivered in person or be mailed.
   c) to serve as Chairperson of any investigating committee when so requested by the President.
   d) to give, in written form, the names of the alleged violators to the President at least 24 hours before the meeting at which these alleged violators will appear.
   e) to administer automatic penalties to first-time violators of curfew regulations.
   f) to be familiar with this article of the Student Government Association Constitution and its By-Laws.

4. **Secretary**
The Secretary, who shall be a sophomore, junior, or senior and may reside in any dormitory, shall have the following duties:
   a) to keep, in permanent form, the minutes of all Campus Judicial Board meetings.
   b) to give a complete copy of the minutes of each meeting to the Campus Judicial Board President, the Honor Council President and the Dean of Student Development no later than 24 hours after each meeting.
   c) to give members written notice of any called meeting at least 24 hours prior to such a meeting.
   d) to handle financial transactions for the Board when necessary, and to consult with the President about the Board's financial matters.
   e) to assume the responsibilities of the President in case of his/her absence.
   f) to be familiar with this article of the Student Government Association Constitution and its By-Laws.

5. **Dormitory Representatives**
Dormitory Representatives shall have the following duties:
   a) to attend all meetings of the Campus Judicial Board.
   b) to serve as a member of any investigating committee, if so requested by the Vice President, and to complete the assignments of the Vice President while serving on an investigating committee.
   c) to chair an investigating committee if so requested by the President.
   d) to fulfill all tasks assigned in carrying out the business of the Campus Judicial Board.
   e) to be familiar with this article of the constitution, the By-Laws of the Campus Judicial Board, and the Judicial Process as outlined in the Student Handbook.

6. **Council Appointed Advisor**
One Advisor shall be selected by the President of the Campus Judicial Board in consultation with the Dean of Student Development and the Campus Judicial Board members. The Advisor, who may be selected for more than one term, shall have the following duties:
   a) to attend all meetings of the Campus Judicial Board.
   b) to appoint a substitute Advisor should he or she be absent from a meeting.
   c) to advise the President on matters of procedure.
   d) to serve as a member of any investigating committee if so requested by the Vice President, and to complete the assignments of the Vice President while serving on an investigating committee.
   e) to chair an investigating committee if so requested by the President.
   f) to be familiar with this article of the Student Government Association Constitution, the Dormitory Council By-Laws, and the Judicial Process as outlined in the Student Handbook.

Section D. **Termination of Membership**

Termination procedures for members of the Campus Judicial Board shall be the same procedures used for the Honor Council. See Article IX, Section D, Number 1 through 5.

Section E. **Voting**

All members of the Campus Judicial Board shall have one vote. The Vice President shall vote only in case of a tie.

Section F. **Quorum**

Voting quorum for the Campus Judicial Board shall be six members, including the President. If necessary, quorum may be adjusted by the President, given the approval of the Dean of Student Development.

Section G. **Meetings**

Regular meetings shall be held weekly and when the President deems it necessary to have a called meeting.

a) Unless otherwise publicized by the Council, all meetings of the Council are closed and all business discussed is strictly confidential.
b) Special meetings shall be called to act on cases not heard at the regular meeting, to discuss termination of membership, or to discuss business not covered at the regular meeting.
c) Special meetings shall be called by the President. The President shall notify the Secretary, who shall notify members as stated in his/her duties.
d) Fifty percent of the membership may, by petition, call a special meeting.

Section H. **Elections**

All potential candidates will be required to participate in the Candidates' Forum as defined by Article VIII, Section H, Clause 3.

Article XI - JUDICIAL BRANCH - APPEALS BOARD

Section A. **Name**

The Name of this organization shall be the Queens College Appeals Board.

Section B. **Purpose**

The Appeals Board shall hear and act upon all cases where an alleged violator chooses to appeal the decision of the Honor Council or the Dean of Student Development. The Appeals Board shall hear any case in which Honor Council recommends suspension from the college.

Section C. **Method of Appeal**

To bring his/her case to the Appeals Board a student must submit a written appeal of the decision rendered by the Honor Council or the Dean of Student Development to the office of Student Affairs within 24 hours of receiving the decision.

1. The Appeals Board shall hear and act on a case within one week of the submission of the appeal.
2. The Appeals Board may uphold or overturn the decision being appealed, as well as decrease or increase the severity of the sanction rendered.

Section D. **Membership**

The Appeals Board membership shall consist of four students, two administrators, and one faculty member as follows:

1. The Student Government Association President;
2. The Student Government Association Vice President;
3. A designated student member of the Student Life Committee of the faculty;
4. The Chairperson of the Faculty Administration Council;
5. The Vice President for Academic Affairs, or the academic administrator he/she designates;
6. The Dean of Student Development who shall serve as Chairperson of the Appeals Board and who shall appoint a secretary; and
7. The President of the Honor Council or his/her designate who will serve as a non-voting member.

Section E. **Voting**

All members of the Board shall have one vote, except the Honor Council representatives who shall not vote. A simple majority of the voting members shall be necessary for the determination of the verdict and the sanction. In the event of a tie vote, the final decision shall be made by the President of the College.

Section F. **Quorum**

Quorum shall be two student members, two faculty/staff members and a representative from Honor Council.

Section G. **Meetings**

All meetings of The Appeals Board shall be called by the Chairperson. All meetings of The Appeals Board shall be closed, and all business discussed shall be strictly confidential.

Section H. **Procedures**

1. A student submitting an appeal shall be entitled to select a counselor from the student body who has the rights and privileges explained in The Honor Council By-laws.
2. In order to protect the rights of privacy of all persons involved in the appeals case, no member of the Appeals Board and no participant in the case shall discuss the proceedings in any way outside the hearing room. Exceptions to this rule of silence shall be the student who is appealing his/her case and his/her counselor who are entitled to discuss the case between themselves.
3. Written records of all proceedings of the Appeals Board shall be kept. Complete copies shall be filed with the Dean of Development.

Article XII - JUDICIAL BRANCH - FINAL APPEAL

Section A. **Purpose**

The President of the College shall hear and act upon all cases where an alleged violator chooses to appeal the decision of the Appeals Board.

Section B. **Method of Appeal**

To bring his/her case to final appeal a student must file a written appeal of his/her case to the Office of the President within 24 hours of receiving the decision of the Appeals Board.

Section C. **Responsibilities of the President**

When an appeal is filed with the President of the College, he or she shall have the following responsibilities.

1. The President of the College will notify the student of his or her receipt of his/her appeal within 24 hours of the submission of the appeal.
2. Within 24 hours of his or her receipt of an appeal, the President shall inform the Appeals Board and the Honor Council that the appeal has been filed.
3. The President will render a decision on the appeal within one week after he or she has acknowledged receipt of the appeal.
4. Within 48 hours of his or her decision concerning the case, the President shall send a copy of that decision to the Appeals Board and the Honor Council.
5. The President's decision is final and may not be appealed.
6. Complete copies of the President's decision shall be filed in the Student Affairs Office, the Office of the College of Arts and Sciences, and the Office of the President.

Article XIII - **Sanctions**

Violations of college standards, as expressed in the Honor Code, shall be applied to social as well as academic settings. Anyone in violation of the Honor Code is on his/her honor to report himself/herself in writing to an Honor Council or Campus Judicial Board member within 24 hours after a violation occurs. Failure of an alleged violator to present the written report of a residence hall violation shall result in that violation being automatically reclassified as a major violation. Failure of an alleged violator to present the written report of a major violation shall be taken into account when the Honor Council is determining the violator's sanction.

Section A. **Residence Hall Violations**

1. Definition. Residence hall violations are defined as violations of policies set down for residence hall living (ex. limited hours, undue noise, fire drill procedures, etc.), as outlined in the Student Handbook. Policies determined or changed during the year will be posted on official bulletin boards in each residence hall and communicated to students in residence hall meetings.
2. Sanctions. The sanctions for residence hall violations may include the following:
   a) Warning. A notice in writing that continuation of this activity will result in a more severe sanction.
   b) First offense: Campus Judicial Board may assign weekend nights of desk duty or campus service hours. When curfew is violated, the Vice President has the authority to assign demerits according to the length of time a student is late. Demerits are assigned as follows: 1 demerit

for every portion of an hour that a student is out past curfew up until the opening of the residence hall.

c) Second offense (during academic year): Desk duty on a Friday and/or Saturday night(s) or campus service hours, or loss of intervisitation privileges as long as the Campus Judicial Board deems appropriate.

d) Third offense: May be referred to Honor Council for continued disregard of residence hall violations or may be heard by the Campus Judicial Board and rendered such penalty as the Campus Judicial Board deems appropriate.

e) Fourth offense: will be referred to Honor Council for continued disregard of residence hall violations.

Note:

(1) Second, third, and fourth offenses may be violations of the same or different residence hall regulations as the first offense.

(2) Desk duty assigned as a penalty does not take the place of duty on the regular rotation.

(3) Failure to sit desk duty assigned as a penalty will be a major offense.

(4) Students may be assigned desk duty in a residence hall other than the one in which they live.

(5) The Campus Judicial Board has original jurisdiction in cases where a student fails to abide by penalties set for residence hall violations or failing to appear when summoned by the Campus Judicial Board.

Section B. **Social Violations**

1. Definition. Social violations are defined as violations of college policies pertaining to Student Life as outlined in the Student Handbook (e.g., the visitation policy, the alcoholic beverage policy, the drug policy, etc.).

2. Sanctions. The sanctions for social violations may include the following:

a) Warning. A notice in writing that continuation of this activity will result in a more severe sanction.

b) Desk Duty. Additional nights of desk duty may be assigned to those persons brought before the Campus Judicial Board.

c) Campus Service. A student may be assigned to work a designated number of hours with a particular campus office.

d) Social Probation:

(1) Exclusion from privileges (including having limited hours and loss of visitation privileges) as specified by the Campus Judicial Board. Students on social probation must be in their residence hall by closing hour.

(2) Any residence hall or social violation during a period of social probation may receive the maximum penalty allowed for the offense.

(3) The number of weeks of social probation will be at the discretion of the Campus Judicial Board with a minimum period of two weeks and a maximum of one year.

e) Fines. Fines may be imposed at the discretion of the Campus Judicial Board not to exceed 50 dollars. The fine shall be paid to the Queens College Business Office. If the fine is not paid in 30 days, the fine will go on the student's billing account, which must be paid in order for the student to graduate. The fines will go into a fund used to improve the condition of the residence halls.

f) Restitution. Reimbursement for damage, defacement or misappropriation of property, whether that of the College, any member of the College community, or any guest on campus.

g) Professional Counseling. May be either optional or required as decided upon by the Campus Judicial Board.

h) Recommendation of suspension for a definite period. The student will be informed at the time of this decision when he/she will be eligible to return to the college. Cases involving recommendation of suspension for a definite period will be reviewed automatically by the Appeals Board.

i) Recommendation of suspension for an indefinite period. Termination of student status for an unspecified period of time. The student will be able to apply for formal readmission to the College no earlier than one calendar year from the time of suspension. Cases involving recommendation of suspension for an indefinite period will be reviewed automatically by the Appeals Board.

Note:

(1) The restitution sanction may be imposed either alone or in conjunction with another sanction. The Campus Judicial Board reserves the right to combine other sanctions.

(2) Anyone on social probation for six weeks or longer, or suspended from a class or from the college is ineligible to represent the college until the sanction is completed. Such restrictions might involve participation in any collegiate athletics, or any public participation or performance in the name of the College.

Section C. **Honor Violations**

1. Definition. Major violations are defined as those violations which:
   a) involve the honor code per se: truthfulness at all times, respect for the property of others (including vandalism as well as stealing), and honesty in tests, examinations, papers, and all other academic assignments.
   b) are a deliberate avoidance of following established guidelines (ex. letting students into a locked building).
   c) more than two violations of residence hall regulations during an academic year.
   d) more than three convictions during an academic year will be considered flagrant disregard of the college policies and will subsequently be referred to the Honor Council for review or appeal.

2. Sanctions. The sanctions for major violations may include the following:
   a) Warning. A notice in writing that continuation of this activity will result in a more severe sanction.
   b) Campus Service. A student may be assigned to work a designated number of hours with a particular campus office.
   c) Fines. Fines may be imposed at the discretion of the Honor Council not to exceed the amount of 50 dollars. The fine shall be paid to the Queens College Business Office. If the fine is not paid in 30 days, the fine will go on the student's billing account, which must be paid in order for the student to graduate. The fines will go into a fund used to improve the condition of the residence halls.
   d) Recommendation of action to a faculty member. The Council may recommend a grade on a paper, test or course to the faculty member involved after determining that a student is guilty of an academic violation of the Honor Code.
   e) Recommendation of suspension for a definite period. The student will be informed at the time of the decision when he/she will be eligible to return to the College. Cases involving a recommendation of suspension for a definite period will be reviewed automatically by the Appeals Board.
   f) Recommendation of suspension for an indefinite period. Termination of student status for an unspecified period of time. The student will be able to apply for formal readmission to the College no earlier than one calendar year from the time of suspension. Cases involving a recommendation of suspension for an indefinite period will be reviewed automatically by the Appeals Board.

   Note:

   (1) The restitution sanction may be imposed either alone or in conjunction with another sanction. The Honor Council reserves the right to combine other sanctions.

   (2) Academic violations of the Honor Code (cheating and intentional plagiarism) will result ordinarily in suspension from a course or the College.

   (3) Anyone on social probation for six weeks or longer, or suspended from a class or from the College is ineligible to represent the College until the sanction is completed. Such restrictions might involve participation in any collegiate athletics, or any public participation or performance in the name of the College.

   (4) In the case of definite or indefinite suspension, the student will be told how long he or she has to be off-campus and that he or she will be told later when they shall be allowed to return for his or her appeals. It is also recommended by the Honor Council that in cases of suspension students not be allowed to make-up missed work; that missed work should be regarded as a grade of zero.

Article XIV - ACTIVITIES BRANCH - COLLEGE UNION

Section A. **Name**

The name of this organization shall be the College Union of Queens College.

Section B. **Purpose**

The purpose of this organization shall be to enhance Queens' community life through co-curricular planning of cultural, social, religious, and recreational events. The College Union shall give students the opportunity to take part in the planning, organizing, and expediting of Union-sponsored events.

Section C. **Membership**

All members of the Student Government Association who play an active role in the planning and carrying out of events sponsored by the Standing Committees of the College Union shall be considered members of the College Union.

Members of the Union have the following rights:

1. to petition the Board of Directors of the College Union for action on event planning, budget decisions, and Board policy.
2. to seek appointment to positions within the Standing Committees and on the College Union Board of Directors.

Section D. **Officers**

1. **President**
   The President, who shall be a junior or senior and shall have served on the Board of Directors for one year in some capacity, shall have the following duties:
   a) to call, plan the agenda for, and preside over all meetings of the Board and the Union.
   b) to represent the Board on the Student Government Association Executive Committee.
   c) to preside over committee Chairperson selections.
   d) to be familiar with this article of the Constitution and the By-laws of the College Union.
2. **Vice President**
   The Vice President shall have the following duties:
   a) to assist the President in fulfilling his/her duties.
   b) to fulfill the President's duties in case of his/her absence, resignation, or release.
   c) to assist the Secretary in maintaining contact with the campus publications about Board-sponsored events.
   d) to chair, possibly, one of the Standing Committees of the College Union.
   e) to be familiar with this article of the Constitution and the By-laws of the College Union.
3. **Secretary**
   The Secretary shall have the following duties:
   a) to record the minutes of all meetings of the Board and the Union.
   b) to distribute copies of the minutes to the Board officers and to the advisor.
   c) to attend to all correspondence of the Board.
   d) to maintain contact with the campus publications about Board- sponsored events.
   e) to notify members of any special meetings of the Board.
   f) to be familiar with this article of the Constitution and the By-laws of the College Union.
4. **Treasurer**
   The Treasurer shall have the following duties:
   a) to plan the Board's annual budget, obtaining input from the Standing Committee Chairpeople and from the advisor.
   b) to keep a permanent record of all committee expenditures.
   c) to report on the Board's finances at Board meetings.
   d) to represent the Board on the Student Government Association Executive Committee.
   e) to be familiar with this article of the Constitution and the By-laws of the College Union.

Section E. **Standing Committees**

There shall be six standing committees of the College Union. Each standing committee shall be represented on the College Union Board of Directors by its chairperson. The committees shall be as follows:

1. Film Committee - to be responsible for planning and promoting the campus film series.
2. Recreation Committee - to be responsible for coordinating athletic activities on campus such as: intramurals, tournaments, and games.

3. Special Events Committee - to be responsible for sponsoring the Crime Prevention Week party, the Christmas Tree Trim in Burwell Parlors, the May Day presentations, and other holiday or special occasion events the committee chooses to sponsor. Also, the Committee shall serve as a resource committee for the class presidents in sponsoring the parents' weekends.
4. Social Activities Committee - to be responsible for dance weekends, mixers, and other social events.
5. Cultural Events Committee - to be responsible for organizing and planning for speakers, concerts, and symposia.
6. Religious Life Committee - to be responsible for all chapel services, fellowships, the Moravian Love Feast, and other religious activities within the Queens College community.

Section F. **Meetings**

All meetings of the College Union shall be called by the President and the Union members will be notified by the College Union Secretary.

Section G. **Voting**

All members of the College Union shall have one vote. The President shall vote only in the case of a tie.

Article XV - ACTIVITIES BRANCH - COLLEGE UNION BOARD OF DIRECTORS

Section A. **Name**

The name of this organization shall be the College Union Board of Directors.

Section B. **Purpose**

The purpose of this organization shall be to direct and to represent the College Union. The Board of Directors shall oversee annual budget expenditures and requests, shall coordinate the planning and sponsorship of co-curricular activities and shall represent the College Union to the whole of the Student Government Association and to the Queens community.

Section C. Members, Their Qualifications and Duties

Membership on the College Union Board of Directors shall consist of 10 members of the Association and one staff advisor.

1. **Qualifications of Student Members**
   Students serving on the College Union Board of Directors must have been a member of the Union for at least one semester and must be eligible to represent the college. (See Catalog, Eligibility to Represent the College.)
2. **Executive Officers**
   The President, Vice President, Secretary, and Treasurer of the College Union shall be the Executive Officers of the Board of Directors. Their duties are outlined in Article XIV of this Constitution.
3. **Standing Committee Chairpersons**
   The chairperson of each Standing Committee shall, as a member of the Board of Directors, have the following duties:
   a) to attend all meetings of the Board.
   b) to bring to the Board all pertinent information with regard to his/her committee's activities, finances, and interests.
   c) to serve on any ad hoc committees that are deemed necessary by the President.
   d) to fulfill tasks assigned in carrying out Board business.
4. **Advisor**
   The Advisor to the Board of Directors shall be the Student Activities Coordinator and shall have the following duties:
   a) to attend all meetings of the Board.
   b) to bring to the Board such information and advice as his/her position affords him/her.
   c) to assist Board members in fulfilling tasks assigned for the carrying out of Board business.
   d) to assist the President with the supervision of annual appointments.

Section D. **Termination of Membership**

1. **Resignation of Officers**
   An officer who finds it necessary to resign his/her office must submit a written resignation to the Board of Directors two weeks prior to the date he/she wishes the resignation to become effective. The Board may decide, by simple majority vote, to suspend the required two-week notice.

2. **Resignation of Standing Committee Chairpersons**
Any Standing Committee Chairperson who finds it necessary to resign his/her position must submit a written resignation to the President at least two weeks prior to the date he/she wishes the resignation to become effective. The Board may decide, by a simple majority vote, to suspend the required two-week notice.

3. **Release of an Officer or Standing Committee Chairperson**
A member of the Board of Directors may be considered for release from his/her position if his/her conduct is contrary to the purpose of the College Union or if he/she becomes negligent of the duties of his/her position in the College Union and on the Board of Directors.
   a) Improper conduct shall be defined as violations of the College Union's purpose, Constitution, By-laws, and/or actions which render the student ineligible to represent the college. (See Catalog, Eligibility to Represent the College.)
   b) Negligence of duties shall be defined as excessive lack of input into his/her position as defined by these By-laws, continuous absences (three absences without excuse or alternate representation-i.e. another member of the Standing Committee), or failure to carry out tasks assigned in business of the Board of Directors.
   c) If a member's service is questioned by the Board of Directors, a Standing Committee member, or the advisor, he/she will be asked to appear before the Board of Directors to state his/her case at the next scheduled meeting.
   d) To terminate a member's service to the College Union, it will take a simple majority vote of the Board after that member's case has been heard.
   e) The member considered for release will receive written notification of the Board's decision within 48 hours of the Board's vote.

4. **Replacing an Officer**
On vacancy of the office of President, Vice President, Secretary, or Treasurer, a new officer will be elected from among the members of the College Union.

5. **Replacing a Standing Committee Chairperson**
On vacancy of a position as Standing Committee Chairperson, a new Chairperson shall be selected from among the College Union membership by the Officers of the Board and the advisor.

Section E. **Voting**

All members of the Board of Directors, excluding the Advisor, shall have one vote. The President shall vote only in case of a tie.

Section F. **Quorum**

Voting quorum for the Board of Directors shall be seven members, including the President and the Advisor.

Section G. Meetings

Regular meetings shall be held as deemed necessary by the President, provided meetings are held no less than twice monthly. Special meetings shall be called by the President or by petition of 50 percent of the members of the Board.

Section H. **Annual Appointments**

All positions on the College Union Board of Directors shall be filled by in-house selection. The new Board of Directors shall be installed the first week in April or as near that week as the College calendar permits.

1. **Election of Officers**
Election of officers shall take place no longer than one month after the beginning of Term II. The procedure shall be as follows:
   a) Seniors who are members of the Board of Directors and other Senior members of the Union whom the Board votes to include shall form a nominating Committee.
   b) This Nominating Committee shall meet and produce a slate of nominees, with two persons nominated for each executive position.
   c) This slate of nominees shall be submitted to the full Board at its next meeting. At this time, any Board member who would like to make additional nominations for an executive position may do so.
   d) After the slate of nominees is complete, the Board of Directors shall, at its next meeting, vote to select new officers.

2. **Selection of Standing Committee Chairpersons**
Selection of Standing Committee Chairpersons shall take place within two weeks after the new Officers are elected. The procedure shall be as follows:
   a) The week in which new Officers are elected, each Standing Committee shall submit, as a result of committee vote, two nominees for the Chairpersonship of their committee to the new Board President. Also, any student who would like to self-nominate may do so by notifying the Board President of his/her interest.
   b) The new Officers, the outgoing Chairperson, and the Board Advisor shall constitute the Selection Committee. Exception to this shall be when an outgoing Chairperson is reapplying or when he/she is a new Officer. In such cases, the Selection Committee will appoint another representative from the appropriate committee.
   c) After all applicants have been interviewed, the Selection Committee will make its selection for the new chairperson of each Standing Committee and will submit this list to the Board of Directors for final approval.
   d) New Chairpersons shall work with the outgoing Chairpersons until the new Board of Directors is installed.

Article XVI - PUBLICATIONS BRANCH - PUBLICATIONS BOARD

Section A. **Name**

The name of this organization shall be the Queens College Publications Board.

Section B. **Purpose**

The Purpose of the Publications Board shall be to promote professionalism and interest in student publications. The Publications Board shall serve as a financial liaison between the Budget Committee and the student publications and the Senate and the student publications by assisting the editors in the preparation and presentation of their annual budgets. The Publications Board shall aim to insure continuity of leadership in the publications branch through careful appointment of editors and the Publications Board President.

Section C. **Members and Their Duties**

The Publications Board shall have four student members, three faculty members, and one member from the administration.

1. Members shall be:
   a) the President of the Publications Board.
   b) the editor of each student publication.
   c) the faculty advisor of each student publication.
   d) the Vice President for Academic Affairs or his/her designate.

2. **President**
The President shall be a junior or senior, may not hold a major editorial position on any of the student publications, and shall be appointed by the Board each year. He/she shall have the following duties:
   a) to call, plan the agenda for, and preside over all meetings of the Board.
   b) to assist the editors in maintaining adequate communication with the whole of the community.
   c) to supervise the Board's procedures for internal auditing of the publications on a regular basis.
   d) to supervise the Board's appointment of editors. (See By-laws.)
   e) to supervise the Board's appointment of the President. (See By-laws.)
   f) to represent the Publications Board on the Student Government Association Executive Committee.
   g) to receive any complaints from members of the community about any student publication and to act on such complaints according to Board policy.

3. **Editors**
The Editor-in-Chief of each student publication shall be a member of the Publications Board and shall have the following duties:
   a) to attend all meetings of the Board.
   b) to bring to the Board any pertinent information regarding their respective staffs and publications.

c) to comply and assist with the Board's procedures for internally auditing publications.
d) to assist with the Board's annual appointments of editors, and of the Publication's Board President.

4. **Advisors and the Vice President for Academic Affairs**
The Advisors and the V.P. shall be members of the Publications Board and shall have the following duties:
a) to attend all meetings of the Board.
b) to bring to the Board any insights and information about the business of student publications which their respective positions afford them.
c) to assist the Board with the regular internal auditing of publications.
d) to assist the Board with the annual appointments of editors and the Board President.

Section D. **Voting**

All members of the Publications Board shall have one vote. The President shall vote only in case of a tie.

Section E. **Quorum**

Quorum shall consist of the President and at least one representative, either faculty or student, from each publication.

Section F. **Meetings**

The Publications Board shall meet at least twice each semester and at the discretion of the Board President. Unless publicized by the Board, all meetings of the Board are closed.

Section G. **Annual Appointments**

The Board shall appoint its President and editors each year. An incumbent President or editor wishing reappointment to his/her post must apply for such reappointment at the close of his/her current term. The Publications Board By- Laws shall make the necessary specifications with regard to annual appointments.

Appendix

X. APPENDIX

A. COLLEGE OF ARTS & SCIENCES ACADEMIC CALENDAR

TERM I	1989
Sat., Aug. 26	Freshmen Arrive
Sat.-Tues., Aug.26-29	Freshman Orientation
Sun.-Wed., Aug. 27-30	Upperclassmen Arrive (these days only)
Tues., Aug. 29	Registration
Thurs., Aug. 31	Classes Begin
Fri., Sept. 1	Welcome-Back Party
Wed., Sept. 6	Last Day to Drop/Add
Thurs.-Sun., Sept. 14-17	Greek Rush
Tues., Sept. 12	Senior Recognition Day
Fri.-Sun., Oct. 6-8	Oktoberfest Weekend
Fri., Oct. 13	Fall Break
Wed., Oct. 18	Midterm Grades Due
Sat., Oct. 21	Admissions Open House
Mon., Oct. 23	"Mark Twain" Performance
Wed., Oct. 25	Last Day to Withdraw with a WP or WF
Fri.-Sun., Oct. 27-29	Fall Parents' Weekend
Mon., Oct. 30-Nov.17	Preregistration, Jan. Term and Term II
Mon., Nov. 6	The Learning Society presents David Brinkley
Sun.-Mon., Nov. 12-13	Admissions Open House
Fri., Nov. 17	Thanksgiving Break Begins, 5:00 p.m.
Sun., Nov. 26	Residence Halls Open, 9:00 a.m.
Mon., Nov. 27	Classes Resume
Fri.-Sun., Dec. 1-3	Casino Party Weekend
Fri., Dec. 1	Christmas Tree Trim
Sun., Dec. 3	Admissions Open House
Wed., Dec. 6	Boar's Head Dinner
Sun., Dec. 10	Lovefeast/Christmas Tree Lighting
Tues., Dec. 12	Classes End
Wed., Dec. 13	Reading Day; Yule Log Ceremony
Thurs., Dec. 14	Exams Begin
Tues., Dec. 19	Exams End

JANUARY TERM	1990
Tues., Jan. 2	Residence Halls Open, 9:00 a.m.
Tues.-Thurs., Jan. 2-4	Study Tours Depart
Wed., Jan. 3	Registration; Classes Begin
Fri., Jan. 26	Classes End

TERM II	1990
Mon., Jan. 29	Registration
Tues., Jan. 30	Classes Begin
Fri., Feb. 2	Welcome-Back Party
Mon., Feb. 5	Last Day to Drop/Add
Sat., Feb. 10	Mardi Gras Festival
Sun.-Mon., Feb. 11-12	Admissions Open House
Tues., Feb. 13	Honors Convocation
Thurs.-Fri., Feb. 22-23	Presidential Scholars' Interviews
Fri., Mar. 16	Midterm Grades Due
Fri., Mar. 16	Spring Recess Begins, 5:00 p.m.
Sun., Mar. 25	Residence Halls Open, 9:00 a.m.
Mon., Mar. 26	Classes Resume
Mon., Mar. 26-Thurs., April 12	Preregistration, Summer Terms and Term I, 90-91
Fri., Mar. 30	Last Day to Withdraw with a WP or WF
Thurs., April 5	International Symposium
Fri., April 13	Easter Holiday
Fri.-Sun., April 20-22	Spring Parents' Weekend
Sat., April 21	Queens Springfest
Tues., April 24	Awards Convocation
Thurs.-Sun., May 3-6	May Day Weekend
Thurs., May 10	Classes End
Fri., May 11	Reading Day
Sat., May 12	Exams Begin
Thurs., May 17	Exams End
Fri., May 18	Baccalaureate, 4:00 p.m.
Sat., May 19	GRADUATION, 10:00 a.m.

STUDENT ACTIVITIES CALENDAR - August/September

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Freshmen Arrive Orientation (Saturday) 26 Upperclassmen Arrive Orientation 27	Upperclassmen Arrive Orientation 28	Registration Orientation 29	Fall Fest 30	Classes Begin Activities Sign-up Day 31	Welcome-Back Party 1	2
3	LABOR DAY 4	Women's Volleyball *vs. Belmont Abbey* 6:30 pm 5	Women's Volleyball *vs. Wofford* 6:00 pm Last day to drop/add 6	7	8	9
10	Women's Volleyball *vs. Columbia* 6:30 pm 11	Women's Soccer *vs. St. Andrews* 3:30 pm Senior Recognition Day 12	13	Greek Rush 14	Greek Rush 15	Greek Rush 16
Greek Rush 17	Women's Volleyball *vs. NC A&T* 6:30 pm 18	19	20	21	22	Charlotte Symphony 23
24	25	26	27	28	29	30

October

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	Women's Soccer *vs. Presbyterian* 4:00 pm Women's Volleyball *vs. Pfeiffer* 6:30 pm 4	Women's Volleyball *vs. Campbell* 6:30 pm 5	Oktoberfest! 6	Oktoberfest! 7
Oktoberfest! 8	9	10	11	12	Fall Break 13	14
15	16	17	Midterm grades due 18	Women's Volleyball *vs. Montreat-Anderson* 6:30 pm 19	20	Admissions Open House 21
22	Women's Soccer *vs. Guilford* 3:00 pm *Mark Twain* Performance 23	24	Last day to withdraw with WP or WF 25	Women's Volleyball *vs. Winthrop* 6:30 pm 26	Parents' Weekend 27	Charlotte Symphony Parents' Weekend 28
National Symphony Orchestra - Ovens Parents' Weekend 29	Preregistration for Jan. Term and Term II begins 30	Halloween Party 31				

November

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	Women's Soccer *vs. La Grange* 3:00 pm 4
5	Learning Society presents David Brinkley 6	Women's Volleyball *vs. Davidson* 6:30 pm 7	8	9	10	Charlotte Viet Nam Memorial Dedication 11
Admissions Open House 12	Admissions Open House 13	14	15	16	Men's Basketball Tournament 6 & 8pm Preregistration for Jan. Term & Term II ends T'giving Break begins 5 pm 17	Men's Basketball Tournament 6 & 8pm Women's Basketball *vs. Wofford* 2:00 pm 18
19	20	21	22	THANKSGIVING 23	24	Women's Basketball *vs. Belmont Abbey* 7:00 pm 25
Pinchas Zukerman *violin* - Ovens Residence Halls open - 9:00 am 26	Classes resume 27	Women's Basketball *vs. Averett* 5:30 pm 28	Men's Basketball *vs. St. Andrews* 7:30 pm 29	30		

December

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					Christmas Tree Trim Casino Party Weekend 1	Casino Party Weekend 2
Casino Party Weekend 3	4	5	Boar's Head Dinner 6	7	8	9
Moravian Lovefeast Christmas Tree Lighting 10	11	Classes End 12	Reading Day Yule Log Ceremony 13	Exams Begin 14	15	Women's Basketball *vs. High Point* 2:00 pm 16
17	18	Exams end 19	20	21	22	23
CHRISTMAS EVE 24	CHRISTMAS DAY 25	26	27	28	29	30 NEW YEAR'S EVE 31

January

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	NEW YEAR'S DAY 1	Study Tours depart Residence Halls open - 9:00 am 2	Study Tours depart Registration Classes begin 3	4	5	Men's Basketball *vs. Pfeiffer* 7:30 pm 6
7	Men's Basketball *vs. Wesley* 7:30 pm 8	9	10	11	12	13
14	MARTIN LUTHER KING DAY 15	16	Men's Basketball *vs. J.C. Smith* 7:30 pm 17	London Philharmonic Orchestra - Ovens 18	19	20
21	22	23	24	25	Classes end 26	Women's Basketball *vs. Methodist* 5:30 pm Men's Basketball *vs. Methodist* 7:30 pm Charlotte Symphony 27
28	29	30	Charlotte Businesswoman of the Year Luncheon 31			

February

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				BLACK HISTORY MONTH 1	Welcome-Back Party 2	3
4	Women's Basketball *vs. Gardner-Webb* 5:30 Men's Basketball *vs. Lenoir Rhyne* 7:30 Last day to drop/add 5	6	Men's Basketball *vs. Belmont Abbey* 7:30 pm 7	Women's Basketball *vs. Bennett* 7:00 pm 8	9	Women's Basketball *vs. Coker* 5:30 pm Mardi Gras Festival 10
Admissions Open House 11	Admissions Open House 12	Honors Convocation 13	Frederica Von Stade *soprano* - Ovens VALENTINE'S DAY 14	15	Women's Basketball *vs. Shaw* 7:30 pm 16	Men's Basketball *vs. Pembroke State* 2:30 pm 17
18	19	20	21	Presidential Scholar Interviews 22	Presidential Scholar Interviews 23	24
25	Women's Basketball *vs. Limestone* 7:00 pm PRESIDENTS' DAY Charlotte Symphony 26	27	28			

March

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				WOMEN'S HISTORY MONTH 1	2	3
4	5	6	7	Barry Douglas - *piano* Ovens 8	9	10
11	12	13	14	15	Spring Break begins Midterm grades due 16	Charlotte St. Patrick's Day Parade ST. PATRICK'S DAY 17
18	19	20	21	22	23	Charlotte Symphony 24
Residence Halls open 9:00 am 25	Classes resume Preregistration begins for Summer Terms and Term I, '90-'91 26	27	28	29	Last day to withdraw with a WP or WF 30	31

April

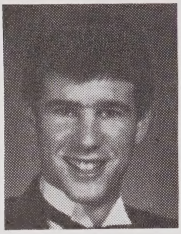
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
APRIL FOOL'S DAY 1	2	3	4	International Symposium 5	6	7
8	9	10	11	Pre-registration ends for Summer Terms & Term I, '90-'91 12	Good Friday Holiday 13	14
EASTER 15	16	17	18	19	Parents' Weekend 20	Queens Springfest Parents' Weekend 21
Parents' Weekend 22	23	Awards Convocation 24	25	26	Charlotte Springfest 27	Charlotte Springfest 28
Charlotte Springfest College Union Birthday Party 29	30					

May

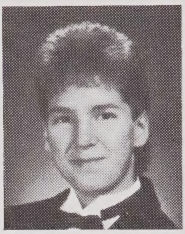
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
27	28	1	2	May Day Weekend 3	May Day Weekend 4	May Day Weekend 5
May Day Weekend 6	7	8	9	Classes end 10	Reading Day 11	Exams begin 12
13	14	15	16	Exams end 17	Baccalaureate 18	Graduation 19
20	21	22	23	24	25	26
27	28	29	30	31		

1989 NEWCOMERS

Carol Adams
Seneca, SC



Evan Ageloff
Jacksonville, FL



Jeffrey Allard
St. Petersburg, FL

Stephanie Allison
Charlotte, NC

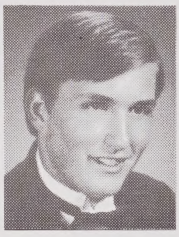
Angela Aumer
Charlotte, NC

Katrina Ayd
Baltimore, MD

Sandra Ayers
Sandstone, WV

Christal Baker
Matthews, NC

Chaundra Battle
Palmer Park, MD



Thomas Bell
Stuart, FL

Larissa Bennett
Charleston, WV

Janna Bizzell
Chester, VA

Lynda Bonkemeyer
Randleman, NC

Kristin Booker
Charleston, WV

Melissa Borras
N. Augusta, SC

Nikki Boyce
Clarksburg, WV

Stacey Brackins
Sevierville, TN

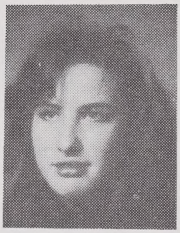
Christi Brady
Burke, VA

Amanda Brooks
Charlotte, NC

Kimberly Burke
Atlanta, GA

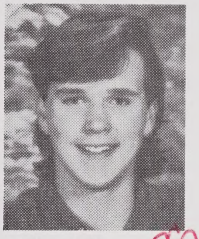
Stephanie Burke
Atlanta, GA

Tammy Burns
Mt. Pleasant, SC



Shannon Butler
Greenacres, FL

Wendy Caldwell
Charlotte, NC



Travis Chapman
Seneca, SC

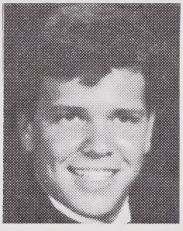
Ann Marie Clark
Pittsford, NY

Melissa Cliett
Savannah, GA

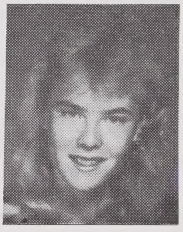
Mary Beth Cole
Ansted, WV

Cecelia Cox
Kingsport, TN

Kelli Crump
Atlanta, GA



Kenneth Dadisman
Summerville, SC



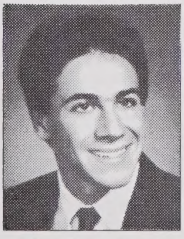
Barbara DeBoer
Orlando, FL

Chris DeVido
Anderson, SC

Julie Drummond
Atlanta, GA

Monica Dyer
Iron Station, NC

Carolyn Ezzard
Lawrenceville, GA



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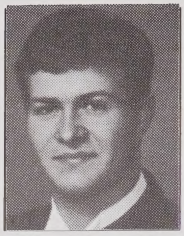
Kimiko Goran
Charlotte, NC

Krista Gray
Charlotte, NC

Rex
Charlotte, NC

Tammy Grubb
Lexington, NC



Joe Haddad
Savannah, GA

Susan Hames
Charlotte, NC

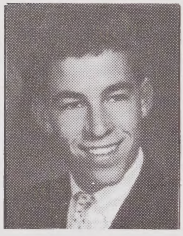
Jennifer Hauersperger
Charlotte, NC

Jill Haynes
Knoxville, TN

Tamara Helms
Charlotte, NC

Amanda Holt
Wilmington, NC

Renee Howard
Indian Trail, NC



Grant Hughes
Irmo, SC

Carla Illikainen
Cross Lanes, WV

Jennifer Jackson
Charlotte, NC

Michelle Jarrett
Beckley, WV

Vanessa Jenkins
Charleston, SC

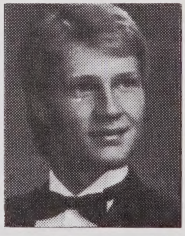
Amy Johnson
Charlotte, NC

Christa Jones
Parkersburg, WV

Keith Jones
Elberton, GA

Shannan Kelley
Somerset, KY

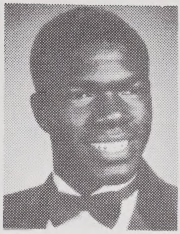
Cameron Kretzer
Greensboro, NC



Kenneth Lautenschlager
Kennesaw, GA

Jennifer Lavinder
Asheboro, NC

Jennifer Lawrence
Lexington, KY



Chris Lawrence, III
Summerville, SC

Amy Lim
Selangor, Malaysia

Tina Lindh
Kalmar, Sweden

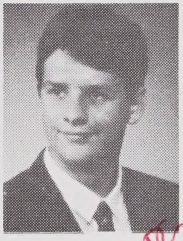
Vere Lineberry
Greensboro, NC

Loren Llewellyn
Cleveland, TN

Kathy Long
Conway, SC

Jennifer Lore
St. Albans, WV

Melissa Martin
Parkersburg, WV



Chris Mason
Tulsa, OK

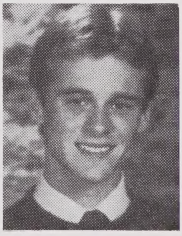
Kimberly Mathis
Decatur, GA

Kristen Meredith
Franklin, NC

Marlene Miguel
Miami, FL

Amy Mizelle
College Park, GA

Amanda Moore
Montgomery, AL



Mike Mounter
Seneca, SC

Laurie Murrell
Charlotte, NC

Courtenay Neff
New Orleans, LA

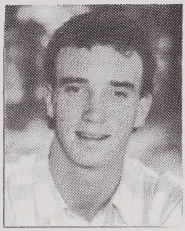
Tori Nelson
Kingston, GA

Kyra Norwood
Denver, NC

Sherri Osborne
Sinks Grove, WV

Lauren Parsons
Winter Haven, FL

Maria Peluso
Marietta, GA



Aaron Petersen
Chapel Hill, NC

Holly Raiford
Atlanta, GA

Lisa Rainey
Chesterfield, VA

Adair Rains
Rabun Gap, GA

Scott Robards, Jr.
St. Albans, WV

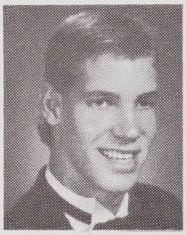
Molly Robinson
Fernandina B., FL

Monica Rochester
Taylors, SC

Kimberly Rolfe
Windermere, FL

Debbie Rose
Dunwoody, GA

Greg Rupe
Radford, VA



Todd Schmid
Tallahassee, FL

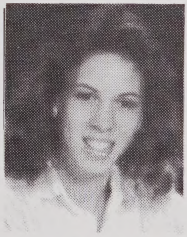
Carrie Scott
Dunwoody, GA

Tara Sehr
Snellville, GA

Traci Sittason
Decatur, AL

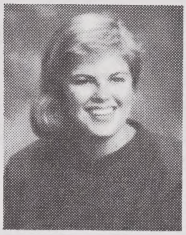
Cara Smith
Charlotte, NC

Carrie Smith
Tallahassee, FL



Jennifer Smith
Crystal River, FL

Tracy Smyrl
Knoxville, TN



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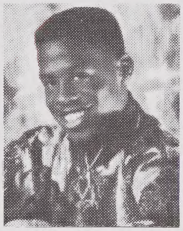
Christy Stafford
Leesburg, FL

Acquawon Stallworth
Columbus, GA

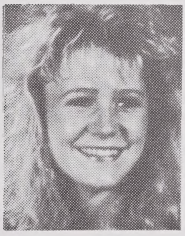
Sarah Stewart
Roanoke, VA



Marcus Stubblefield
Seattle, WA

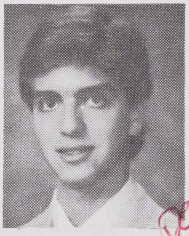
Monica Thomas
Winter Haven, FL

Katherine Traviss
Winter Haven, FL



Julie Turpin
Charlotte, NC

Michelle Vito
Charlotte, NC



Greg Waldrop
Vestavia Hills, AL

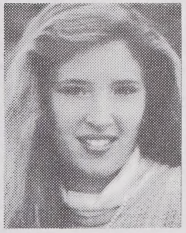
Summer Lynn Watts
Wilkesboro, NC

Mary Susan Weeks
Salisbury, NC

Dana Whitfield
Durham, NC

Tracy Whitten
Louisville, KY

Anne Margaret Williams
Riverview, FL



Leigh Ellen Williams
Manistee, MI

Kathryn Winsman
Parkersburg, WV

Karen Wojtowicz
Arden, NC

Sarah Wyatt
Louisville, KY

NOT PICTURED: Michael Ates, Milton, FL, **Daniel Bellamy,** Kingsport, TN, **Kimberly Cates,** Charlotte, NC, **Kenrick Cohen,** Birmingham, AL, **Jennifer Creech,** Charlotte, NC, **Kristy Creekmore,** Knoxville, TN, **Cindi Crenshaw,** Wilmington, NC, **Iris Delk,** St. Augustine, FL, **Alise Derenzo,** Boynton Beach, FL, **Beth Edwards,** Charlotte, NC, **Alli Everett,** St. Simons Is., GA, **Tia Gibbs,** Shelby, NC, **Marie Gignilliat,** Savannah, GA, **Stacey Hawkins,** Marietta, GA, **Holly Johnsson,** Asheville, NC, **Shannon King,** Charlotte, NC, **Erin Lehn,** Ft. Lauderdale, FL, **Carrie Marcus,** Berryville, VA, **Wendy Martin,** Lebanon, KY, **Sandra Massey,** Charlotte, NC, **Erin McCarty,** Atlanta, GA, **Mary McKellar,** Orange Park, FL, **Megan Medley,** Arlington, VA, **Kathy Montgomery,** Charlotte, NC, **Trish Montgomery,** Lake Wylie, SC, **Chris Moore,** Stuart FL, **Tracy Parker,** Lynchburg, VA, **Angela Plumley,** Beckley, WV, **Matthew Pugmire,** Newnan, GA, **Shawn Rogers,** Fairmont, WV, **Becky Rowell,** Charlotte, NC, **Heather Schrader,** Louisville, KY, **C.J. Shepperd,** Charlotte, NC, **Tonya Smith,** Harrells, NC, **Darrell Timberlake,** High Springs, FL, **Orvelita Tolentino,** Charlotte, NC, **Alisa Walker,** Charlotte, NC, **Francisco Werner,** Charlotte, NC, **Shannon Williams,** Banner Elk, NC, **Janet Wolf,** Winter Park, FL, **Joseph Wright, III,** Callahan, FL, **Trina Young,** Charlotte, NC.

NONDISCRIMINATORY POLICY

Queens College admits students regardless of race, color, national and ethnic origin, sex, or handicap to all the rights, privileges, programs, and activities generally accorded or made available to students at the college. It does not discriminate in administration of its educational policies, scholarships or aid programs, or other college programs.

HOURS OF OPERATION

Morrison Dining Hall

Weekdays:	
Breakfast	7:00 a.m.-8:30 a.m. (hot breakfast)
	8:30 a.m.-9:00 a.m. (continental breakfast)
Lunch	11:45 a.m.-1:30 p.m.
Dinner	5:15 p.m.-6:30 p.m. (Friday only: 5:00 .-5:45 p.m.)
Saturday and Sunday:	
Breakfast	9:00 a.m.-9:30 a.m.
Lunch	12:00 noon-1:00 p.m.
Dinner	5:15 p.m.-5:45 p.m.

Post Office Window

Monday-Friday:	9:00 a.m.-10:30 a.m.
	11:00 a.m.-12:00 noon
	3:00 p.m.- 4:30 p.m.

Bookstore

Monday-Thursday:	9:30 a.m.-6:15 p.m.
Friday:	9:30 a.m.-4:00 p.m.

Library

Monday-Thursday:	8:00 a.m.- 1:00 a.m.
Friday:	8:00 a.m.- 6:00 p.m.
Saturday:	10:00 a.m.- 6:00 p.m.
Sunday:	2:00 p.m.- 1:00 a.m.

Hollow Grill

Monday-Thursday:	8:00 a.m.-8:00 p.m.
Friday:	8:00 a.m.-3:00 p.m.

Administrative Offices

Monday-Friday:	8:30 a.m.-5:00 p.m.

Office of Career Development

Monday-Friday:	8:30 a.m.-5:00 p.m.

Student Bank

Monday-Friday:	12:00 noon-4:00 p.m.

1900 Selwyn Avenue
Charlotte, North Carolina 28274